

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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C/CAG BOARD MEETING NOTICE

and

SAN MATEO COUNTY AIRPORT LAND USE COMMISSION MEETING NOTICE

Meeting No. 309

- DATE:** Thursday, June 14, 2018
- TIME:** **6:30 P.M.**
- PLACE:** San Mateo County Transit District Office
1250 San Carlos Avenue, Second Floor Auditorium
San Carlos, CA
- PARKING:** Available adjacent to and behind building.
Please note the underground parking garage is no longer open.
- PUBLIC TRANSIT:** SamTrans
Caltrain: San Carlos Station.
Trip Planner: <http://transit.511.org>

- 1.0 CALL TO ORDER/ ROLL CALL
- 2.0 **PLEDGE OF ALLEGIANCE**
- 3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA
Note: Public comment is limited to two minutes per speaker.
- 4.0 PRESENTATIONS/ ANNOUNCEMENTS
 - 4.1 A Presentation of the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG) Expressing Appreciation to Bijan Sartipi, Caltrans District 4 Director, for his Dedicated Public Service. p. 1
 - 4.2 Presentation on update of San Mateo County Energy Strategy 2025 p. 2
- 5.0 CONSENT AGENDA

Consent Agenda items are considered to be routine and will be enacted by one motion. There will be

no separate discussion on these items unless members of the Board, staff or public request specific items to be removed for separate action.

- 5.1 Approval of the Minutes of regular business meetings.
 - 5.1.1 Approval of the Minutes of regular business meeting No. 307 dated April 14, 2018 ACTION
p. 4
 - 5.1.2 Approval of the Minutes of regular business meeting No. 308 dated May 10, 2018 ACTION
p. 9
- 5.2 Fiscal Year 2018/19 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County.
 - 5.2.1 Review and approval of Resolution 18-23 authorizing the C/CAG Chair to execute the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2018/19 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County for an amount up to \$1,141,094. ACTION
p. 11
 - 5.2.2 Review and approval of Resolution 18-24 authorizing the C/CAG Chair to execute a Funding Agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$600,000 under the Fiscal Year 2018/19 Transportation Fund for Clean Air (TFCA) Program to provide the Countywide Voluntary Trip Reduction Program. ACTION
p. 14
 - 5.2.3 Review and approval of Resolution 18-25 authorizing the C/CAG Chair to execute a Funding Agreement with the San Mateo County Transit District (SamTrans) in the amount of \$110,000 under the Fiscal Year 2018/19 Transportation Fund for Clean Air (TFCA) Program for the BART Shuttle Program. ACTION
p. 17
- 5.3 Review and approve Resolutions authorizing the Executive Director to execute Task Orders for technical support to the Countywide Water Pollution Prevention Program in 2018-19
 - 5.3.1 Review and approve Resolution 18-26 authorizing the C/CAG Executive Director to amend Task Order EOA-06 and execute Task Orders EOA-07, and EOA-08 with Eisenberg, Olivieri, and Associates, Inc. in amounts not to exceed \$191,960, \$830,000, and \$390,000, respectively, for technical support to the Countywide Water Pollution Program in 2018-19. ACTION
p. 20
 - 5.3.2 Review and approve Resolution 18-27 authorizing the C/CAG Executive Director to execute Task Order LWA-04 with Larry Walker Associates in an amount not to exceed \$314,000 for technical support to the Countywide Water Pollution Program in 2018-19. ACTION
p. 24

- 5.3.3 Review and approve Resolution 18-28 authorizing the C/CAG Executive Director to execute Task Order SGA-04 with S. Groner Associates in an amount not to exceed \$275,000 for technical support to the Countywide Water Pollution Program in 2018-19. ACTION
p. 28
- 5.4 Review and approve Resolution 18-29 authorizing the C/CAG Chair to execute Amendment No. 1 to the funding agreement with the Bay Area Stormwater Management Agencies Association, extending the term through Fiscal Year 2018-19 and adding an additional amount not to exceed \$107,000 for C/CAG's contributions to regional stormwater compliance projects for a new total of \$389,426. ACTION
p. 32
- 5.5 Review and approve Resolution 18-30 authorizing the Executive Director to execute agreements with the California Department of Transportation to receive grant funding in the amount of \$986,300 for the "Calm Before the Storm: San Mateo Countywide Sustainable Streets Master Plan" project. ACTION
p. 37
- 5.6 Review and approve the addition of the C/CAG Chair and immediate past Chair to the Countywide Water Coordination Committee. ACTION
p. 48
- 5.7 Review and approval of the appointments of Steven Machida from the City of San Carlos and Norm Dorais from the City of Foster City to serve on C/CAG's Stormwater and Congestion Management Program Technical Advisory Committees. ACTION
p. 50
- 5.8 Review and approval of Resolution 18-31 determining that the proposed mixed-use project at 10 Park Plaza, Daly City (Westlake Shopping Center), including associated General Plan and Zoning Amendments, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. ACTION
p. 56
- 5.9 Review and approval of Resolution 18-32 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$510,000 to provide the FY 2018-19 Countywide Voluntary Trip Reduction Program. ACTION
p. 70
- 5.10 Review and approval of the project list for on-call consultant services under the Grant Writing Technical Assistance Program (GW-TAP) for the Active Transportation Program Cycle 4 (ATP Cycle 4) and approval of Resolution 18-33 authorizing the C/CAG Executive Director to issue task orders with Grant Management Associates for \$49,130 and Gray-Bowen-Scott for \$39,000 in a cumulative amount not to exceed \$88,130. ACTION
p. 72
- 5.11 Review and approval of Resolution 18-35 authorizing the C/CAG Chair to execute Amendment No. 6 to the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$88,200 for Fiscal Year 2018-19. ACTION
p. 77

- 5.12 Review and approval of Resolution 18-36 authorizing the C/CAG Chair to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2018-19 in an amount not to exceed \$87,500. ACTION
p. 82
- 5.13 Accept the Actuarial Valuation of Other Post-Employment Benefit Programs (OPEB) of as of July 1, 2017 and approval of Resolution 18-37 authorizing the prefunding of OPEB in an amount of \$44,631 for Fiscal Year 2017-18 through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS. ACTION
p. 93
- 5.14 Review and approval of Resolution 18-38 authorizing the C/CAG Chair to execute Amendment No. 1 with Life Cycle Associates to provide Alternative Fuel Readiness Plan Outreach Support in an amount of \$40,000 and extension for two years. ACTION
p. 96
- 5.15 Review and approval of Resolution 18-39 authorizing the C/CAG Chair to execute an agreement with Iteris to provide Smart Corridor ITS Network Monitoring and Maintenance Support in an amount not to exceed \$112,306 for two years. ACTION
p. 101
- 5.16 Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of March 31, 2018. ACTION
p. 105
- 5.17 Review and approval of Resolution 18-40 authorizing the C/CAG Chair to execute Amendment No. 1 to the Funding Agreement with the San Mateo County Transit District (Samtrans) under the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) Program for the Samtrans Bike Racks on Buses Project for a time extension to June 30, 2019. ACTION
p. 111
- 6.0 REGULAR AGENDA
- 6.1 Review and approval of C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified). ACTION
p. 116
- 6.2 Review and approval of the reallocation of FY 2015-16 Transportation Development Act Article 3 (TDA 3) funds for the City of San Mateo North San Mateo Drive Pedestrian and Bicycle Improvement Project. ACTION
p. 127
- 6.3 Review and approval of the reallocation of FY 2013-14 Transportation Development Act Article 3 (TDA 3) funds for the City of East Palo Alto Pedestrian and Bicycle Improvements Woodland Neighborhood Project. ACTION
p. 131
- 6.4 Review and approval of Resolution 18-41 approving projects to be funded by the Metropolitan Transportation Commission (MTC) under the Cycle 5 Lifeline Transportation Program for a total

amount of \$1,742,843.

ACTION
p. 136

- 6.5 Review and approval of Resolution 18-42 adopting the C/CAG Fiscal Year 2018-19 Program Budget and Member Fees (*Special Voting Procedures apply*). ACTION
p. 144

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

7.2 Chairperson's Report

7.3 Board Members Report/ Communication

8.0 EXECUTIVE DIRECTOR'S REPORT

9.0 COMMUNICATIONS - Information Only

9.1 Letter from Maryann Moise Derwin, Chair, City/County Association of Governments of San Mateo County, to The Honorable Jim Beall, Chair Senate Transportation and Housing Committee, dated April 13, 2018. RE: SB 827 (Wiener) Planning and Zoning - OPPOSE

10.0 ADJOURNMENT

Next scheduled meeting July 12, 2018

PUBLIC NOTICING: All notices of C/CAG Board and Committee meetings will be posted at San Mateo County Transit District Office, 1250 San Carlos Ave., San Carlos, CA

PUBLIC RECORDS: Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the City/ County Association of Governments of San Mateo County (C/CAG), located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making those public records available for inspection. The documents are also available on the C/CAG Internet Website, at the link for agendas for upcoming meetings. The website is located at: <http://www.ccag.ca.gov>.

NOTE: Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Mima Guilles at 650 599-1406, five working days prior to the meeting date.
If you have any questions about the C/CAG Board Agenda, please contact C/CAG Staff:
Executive Director: Sandy Wong (650) 599-1409
Administrative Assistant: Mima Guilles (650) 599-1406

MEETINGS

June 14, 2018 C/CAG Board – SamTrans, 2nd Flr Auditorium – 6:30 p.m.
June 14, 2018 Legislative Committee - SamTrans 2nd Flr Auditorium – 5:30 p.m.

June 15, 2018 San Mateo County Water Coordination Committee – San Mateo City Hall – Conf. Rm C – 7:30 a.m.
June 21, 2018 RMCP Committee – 555 County Center, 5th Flr, Conf. Rm 1 – 2 p.m
June 21, 2018 Stormwater Committee – SamTrans, 2nd Flr Auditorium – 2:30 p.m.
June 25, 2018 Administrators’ Advisory Committee – 555 County Center, 5th Flr, Redwood City – 12 p.m.
June 25, 2018 CMEQ Committee – San Mateo City Hall – Conf. Rm C – 3 p.m.
June 28, 2018 Airport Land Use Committee – 501 Primrose Rd, Burlingame, CA – Council Chambers 4p.m.
June 28, 2018 CMP Technical Advisory Committee – SamTrans, 2nd Flr Auditorium – 1:15 p.m.
June 28, 2018 BPAC Committee - San Mateo City Hall – Conference Room – 7:00 p.m.

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A PRESENTATION BY THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO BIJAN SARTIPI, CALTRANS DISTRICT 4 DIRECTOR, FOR HIS DEDICATED PUBLIC SERVICE

Whereas, after more than 36 years of dedicated public service at Caltrans, **Bijan Sartipi**, District 4 Director, retired at the end of March 2018; and

Whereas, **Bijan Sartipi** has committed to fostering partnerships with Bay Area Counties, the Metropolitan Transportation Commission, and the California Transportation Commission; and

Whereas, under **Bijan Sartipi**'s leadership as District 4 Director, Caltrans has partnered on the successful implementation of more than half a billion dollars of improvements on the State Highway System in San Mateo County; and

Whereas, those improvements included a wide array of projects such as interchange reconstructions, auxiliary lanes on the US 101 corridor, bridge replacement on Highway 1, Devil's Slide Tom Lantos Tunnel, San Mateo County Smart Corridors, and the US 101 Managed Lane project; and

Whereas, throughout the past decades, **Bijan Sartipi** has built many friendships in San Mateo County.

Now, therefore, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation for **Bijan Sartipi**'s dedicated life-long career in public service and for his contributions to San Mateo County, and wishes him a happy, healthy, and long retirement.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF JUNE, 2018.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Presentation on update of the San Mateo County Energy Strategy 2025.

(For further information or questions, contact Kim Springer at (650) 599-1412)

RECOMMENDATION

Receive a presentation on the update of the San Mateo County Energy Strategy 2025.

FISCAL IMPACT

Updating the San Mateo County Energy Strategy 2025 is estimated at \$75,000.

SOURCE OF FUNDS

Funding will come from the San Mateo County Energy Watch, PG&E Local Government Partnership grant, with local match from the C/CAG Congestion Relief Fund.

BACKGROUND

In 2005, San Mateo County Board of Supervisors President Jerry Hill proposed the need for a countywide task force to investigate and recommend how best to meet the county's current and future energy needs. In February of 2006, the (then) Congestion Management and Air Quality Committee (CMAQ) authorized the creation of an ad hoc energy working group. The C/CAG Board then authorized the creation of the Utilities Sustainability Task Force (USTF) to consider the future needs of San Mateo County with regard to energy, water, and infrastructure. The committee was tasked with framing a discussion and developing a strategy defining practical actions for the cities and the County on energy, water, alternative generation, and climate protection.

The resulting document was the San Mateo County Energy Strategy 2012, which was completed in draft form in December of 2008, and adopted by the County Board of Supervisors. It was subsequently adopted by every city and town council in San Mateo County in calendar year 2009.

San Mateo County Energy Strategy 2012 set goals, strategies and actions related to energy, water, collaboration, economic opportunity, and leadership from the top. A link to the executive summary and complete document is provided as an attachment to his staff report. After completing the "task" the C/CAG Board considered the value of the USTF and established a new committee in its place, the Resource Management and Climate Protection Committee (RMCP).

At the February 21, 2018 RMCP meeting, the Committee discussed priorities for calendar year 2018 and concluded that the San Mateo County Energy Strategy should be updated, especially since the baseline for goals, strategies, and actions related to energy and water has significantly changed since December 2008. For instance, a new entity, Peninsula Clean Energy, is contracting for and providing energy to the majority of San Mateo County residents and businesses. In terms of water conservation, the response from ratepayers in San Mateo County, to the recent drought restrictions, has surpassed the stated goal for reduced water use established in the original document.

On February 8, 2018, the C/CAG Board approved consultant contract with DNV GL to provide services to the San Mateo County Energy Watch program. As part of that contract, Task #5 is for the update of the Energy Strategy document. The Work Plan for Task #5 has recently been approved by the C/CAG Executive Director (included as attachment available on-line for reference).

Discussions and decisions made at RMCP meetings in March and April of this year have shaped both the process and potential content of the updated document, now referred to as San Mateo County Energy Strategy 2025.

Staff will provide a short presentation on proposed guiding principles, stakeholders, timeline, and scope of the energy strategy update.

ATTACHMENTS

- A. Link to San Mateo County Energy Strategy 2012 (for reference only):
<http://ccag.ca.gov/plansreportslibrary/climate/>
- B. Work Plan for San Mateo County Energy Strategy 2025 (for reference only):
<http://ccag.ca.gov/committees/board-of-directors/>

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BOARD MEETING MINUTES

Meeting No. 307

April 12, 2018

1.0 CALL TO ORDER/ROLL CALL

Vice Chair Marie Chuang called the meeting to order at 6:30 p.m. Roll call was taken.

Atherton	– Elizabeth Lewis
Belmont	– Davina Hurt
Brisbane	– Cliff Lentz (6:33 p.m)
Burlingame	– Ricardo Ortiz
Colma	– Diana Colvin
East Palo Alto	– Donna Rutherford
Half Moon Bay	– Harvey Rarback
Hillsborough	– Marie Chuang
Millbrae	– Gina Papan
Pacifica	– Sue Vaterlous
Portola Valley	– Ann Wengert
Redwood City	– Alicia Aguirre
San Bruno	– Irene O’Connell
San Carlos	– Bob Grassilli
San Mateo County	– David Canepa
South San Francisco	– Karyl Matsumoto (SamTrans & TA)

Absent:

Daly City
Foster City
Menlo Park
San Mateo
Woodside

Others:

Sandy Wong	– C/CAG Executive Director
Tim Fox	– C/CAG Legal Counsel
John Hoang	– C/CAG Staff
Jean Higaki	– C/CAG Staff
Matt Fabry	– C/CAG Staff
Reid Bogert	– C/CAG Staff
Jeff Lacap	– C/CAG Staff
Sara Muse	– C/CAG Staff

Susy Kalkin – C/CAG Staff
Kim Springer – San Mateo County
Carol Ford – Millbrae
Other members of the public attended.

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Note: Public comment is limited to two minutes per speaker.

None.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 Certificate of Appreciation to Alicia C. Aguirre, Councilmember of City of Redwood City for her Leadership as the Chair of C/CAG.

5.0 CONSENT AGENDA

Consent Agenda items are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items unless members of the Board, staff or public request specific items to be removed for separate action.

Board Member O’Connell MOVED approval of Items 5.2.1, 5.2.2, 5.2.3, 5.2.4, and 5.6. Board Member Lentz SECONDED. **MOTION CARRIED 16-0-0**

5.2 Receive copy of agreement(s) executed by the C/CAG Chair or Executive Director consistent with C/CAG Procurement Policy:

5.2.1 Receive a copy of an executed contract between C/CAG and S. Groner Associates for marketing support for the San Mateo County Energy Watch program for an amount not to exceed \$19,770 through December 31, 2018 **APPROVED**

5.2.2 Receive a copy of an executed contract amendment between C/CAG and Michael Baker International, extending the contract term to October 31, 2018, with no additional funds. **APPROVED**

5.2.3 Receive a copy of an executed three-year contract between C/CAG and AM Conservation for supplies for the “Check It Out, Home Energy and Water Saving Toolkit” for an amount not to exceed \$20,000 consistent with C/CAG procurement policy. **APPROVED**

5.2.4 Receive a copy of executed Amendment No. 1 to the Agreement with CDM Smith for the C/CAG Priority Development Area Parking Policy Technical Assistance Program for time extension only. **APPROVED**

5.6 Review and approval of Resolution 18-19 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo Office of Sustainability for an amount not to exceed \$40,000 for staff services for the Resource Management and Climate Protection Committee and the Local Task Force for fiscal year 2018-19. **APPROVED**

Items 5.1, 5.3, 5.4, 5.5.1, 5.5.2, 5.5.3 and 5.7 were removed from the Consent Calendar.

5.1 Approval of the minutes of regular business meeting No. 306 dated March 8, 2018. APPROVED

Board Member Lewis MOVED to approve item 5.1 with the correction of city name for Doug Kim of Belmont. Board Member Lentz SECONDED. **MOTION CARRIED 15-0-1.** Board Member Rarback Abstain

5.3 Review and approval of Resolution 18-15 determining that the proposed residential development project at 1548 Maple Street, Redwood City, including establishment of a new Mixed Use Waterfront Zoning District and associated rezoning, is consistent with the Comprehensive Airport Land Use Compatibility Plan for San Carlos Airport. APPROVED

Board Member G. Papan (Millbrae) MOVED approval of Item 5.3, with direction to staff to draft a letter to the City of Redwood City, for the Chair’s signature, expressing the Board’s concern with the location of the project in close proximity to San Carlos Airport. Board Member Ortiz SECONDED. A Simple Voting Procedure was taken by roll call. **MOTION CARRIED 13-3-0**

APPROVED (13 Votes)

Elizabeth Lewis – Atherton
Davina Hurt – Belmont
Cliff Lentz – Brisbane
Ricardo Ortiz – Burlingame
Diana Colvin – Colma
Donna Rutherford – East Palo Alto
Harvey Rarback – Half Moon Bay
Marie Chuang – Hillsborough
Gina Papan – Millbrae
Sue Vaterlous – Pacifica
Ann Wengert – Portola Valley
Irene O’Connell – San Bruno
Karyl Matsumoto – South San Francisco

OPPOSED (3 Votes)

Alicia Aguirre – Redwood City
Bob Grassilli – San Carlos
Dave Canepa – San Mateo County

ABSENT

Daly City
Foster City
Menlo Park
San Mateo
Woodside

Carol Ford made a public comment on this item.

5.4 Review and approval of the request for reallocation of FY 2015-16 Transportation Development Act Article 3 (TDA 3) funds for the City of Daly City Westmoor Avenue to Guadalupe Parkway Bicycle and Pedestrian Improvement Project. APPROVED

Board Member Lewis MOVED to approve item 5.4. Board Member Canepa SECONDED. **MOTION CARRIED 16-0-0**

5.5 US 101 Managed Lane Memorandum of Understandings (MOU) and Cooperative Agreements

5.5.1 Review and approval of Resolution 18-16 authorizing the C/CAG Chair to execute a Memorandum of Understanding (MOU) with the San Mateo County Transportation Authority (SMCTA) co-sponsoring the design and right of way phase of the US 101 Managed Lane Project in San Mateo County from Matadero Creek in Santa Clara County to I-380. APPROVED

5.5.2 Review and approval of Resolution 18-17 authorizing the C/CAG Chair to execute a cooperative agreement between Caltrans, the San Mateo County Transportation Authority

(SMCTA), and C/CAG for the design and right of way phases of the US 101 Managed Lane Project from Matadero Creek in Santa Clara County to I-380. APPROVED

- 5.5.3 Review and approval of Resolution 18-18 authorizing the C/CAG Chair to execute a Memorandum of Understanding (MOU) with the San Mateo County Transportation Authority (SMCTA) to co-sponsor the project study report of the US 101 Managed Lane Project north of I-380. APPROVED

Board Member Lentz MOVED approval of Item 5.5.1, 5.5.2 and 5.5.3. Board Member Lewis SECONDED. A Simple Voting Procedure was taken by roll call.
MOTION CARRIED 10-6-0.

APPROVED (10 Votes)

Elizabeth Lewis – Atherton
Davina Hurt – Belmont
Cliff Lentz – Brisbane
Diana Colvin – Colma
Donna Rutherford – East Palo Alto
Ann Wengert – Portola Valley
Alicia Aguirre – Redwood City
Irene O’Connell – San Bruno
Bob Grassilli – San Carlos
Karyl Matsumoto – South San Francisco

OPPOSED (6 Votes)

Ricardo Ortiz – Burlingame
Harvey Rarback – Half Moon Bay
Marie Chuang – Hillsborough
Gina Papan – Millbrae
Sue Vaterlous – Pacifica
David Canepa – San Mateo County

ABSENT

Daly City
Foster City
Menlo Park
San Mateo
Woodside

- 5.7 Receive an update regarding the 2018 State Transportation Improvement Program (STIP) for San Mateo County. INFORMATION

6.0 REGULAR AGENDA

- 6.1 Review and approval of C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified). APPROVED

Jean Higaki, C/CAG staff presented a draft letter of opposition for SB 827 (Wiener) for Board review. Edits were requested by board members to clarify the opposition message.

Board Member G. Papan MOVED to revise and send a letter in opposition of SB 827 (Wiener). Board Member Rarback SECONDED. **MOTION CARRIED 15-1-0.** Board Member Aguirre Opposed.

- 6.2 Review and approval of the appointment of Carol Ford to the C/CAG Airport Land Use Committee (ALUC) to fill the vacant Aviation Representative seat. APPROVED

Board Member Lewis MOVED to approve item 6.2. Board Member Ortiz SECONDED. **MOTION CARRIED 16-0-0.**

- 6.3 Initial draft, assumptions, and input on the C/CAG Fiscal Year 2018-19 Program Budget and Member Fees. APPROVED

Board Member G. Papan (Millbrae) MOVED to approve item 6.3. Board Member Ortiz
SECONDED. **MOTION CARRIED 16-0-0.**

6.4 Receive an update on the *“Floods, Droughts, Rising Seas, Oh My!” Challenges and Opportunities
for Water Management in San Mateo County* summit. INFORMATION

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

Board Member G. Papan (Millbrae) reported on her meeting with the Bart Board staff advocacy for
San Mateo County interest.

7.2 Chairperson’s Report

7.3 Board Members Report/ Communication

8.0 EXECUTIVE DIRECTOR’S REPORT

9.0 COMMUNICATIONS - Information Only

9.1 Letter from Sandy Wong, Executive Director, City/County Association of Governments of San
Mateo County, to all City Managers and County Manager, cc’d to all Public Work Directors, dated
March 16, 2018. RE: Funding Allocation for Local Share under Measure M (\$10 Vehicle
Registration Fee) – Fiscal Year 2017/18 (1st half)

10.0 ADJOURNMENT – 8:20 p.m.

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BOARD MEETING MINUTES

Meeting No. 308
May 10, 2018

1.0 CALL TO ORDER/ROLL CALL

Chair Maryann Moise Derwin called the meeting to order at 6:30 p.m. Roll call was taken.

Atherton	– Elizabeth Lewis
Belmont	– Doug Kim
Brisbane	– Cliff Lentz
Burlingame	– Ricardo Ortiz
Colma	– Diana Colvin
Daly City	– Juslyn Manalo
East Palo Alto	– Lisa Gauthier
Half Moon Bay	– Debbie Ruddock
Hillsborough	– Marie Chuang
Millbrae	– Gina Papan
Portola Valley	– Maryann Moise Derwin
San Bruno	– Irene O’Connell (arrive 6:47 p.m.)
San Mateo	– Diane Papan (arrive 6:36 p.m.)
South San Francisco	– Pradeep Gupta
Woodside	– Deborah Gordon

Absent:

Foster City
Menlo Park
Pacifica
Redwood City
San Carlos
San Mateo County
San Mateo County Transportation Authority
San Mateo County Transit District

Others:

Sandy Wong	– C/CAG Executive Director
Nirit Eriksson	– C/CAG Legal Counsel
John Hoang	– C/CAG Staff
Jean Higaki	– C/CAG Staff
Matt Fabry	– C/CAG Staff
Reid Bogert	– C/CAG Staff
Jeff Lacap	– C/CAG Staff

Sara Muse – C/CAG Staff
Susy Kalkin – C/CAG Staff
Matt Robinson – Shaw/Yoder/Anntwih
Other members of the public attended.

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Note: Public comment is limited to two minutes per speaker.

None.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

None.

5.0 CONSENT AGENDA

Consent Agenda items are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items unless members of the Board, staff or public request specific items to be removed for separate action.

- 5.1 Review and approval of Resolution 18-21 determining that the proposed project at 111 San Bruno Avenue, San Bruno, including related rezoning, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

APPROVED

Board Member Colvin MOVED approval of Items 5.1. Board Member Ortiz SECONDED.
MOTION CARRIED 13-0-0

6.0 REGULAR AGENDA

- 6.1 Review and approval of the project list for funding under the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2018/2019 and FY 2019/2020, and approval of Resolution 18-20 authorizing the C/CAG Chair to execute a funding agreement with the City of Menlo Park in an amount not to exceed \$1,004,135 for the two year period.

APPROVED

Board Member Lentz MOVED approval of Item 6.1. Board Member Gauthier SECONDED.
MOTION CARRIED 14-0-0

- 6.2 Review and approval of Resolution 18-22 approving the Grant Writing Technical Assistance Program (GW-TAP) and authorizing the C/CAG Chair to execute agreements with Dudek, Grant Management Associates, and Gray-Bowen-Scott to provide on-call grant writing services for the Technical Assistance Program to assist C/CAG and its 21 member agencies for two-year terms in a cumulative amount not to exceed \$200,000.

APPROVED

Board Member G. Papan (Millbrae) MOVED approval of Item 6.2. Board Member Lewis SECONDED. **MOTION CARRIED 14-0-0**

10.0 ADJOURNMENT – 6:50 p.m.

Next scheduled meeting June 14, 2018

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-23 authorizing the C/CAG Chair to execute the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2018/19 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County for an amount up to \$1,141,094.

(For further information please contact John Hoang at 650-363-4105)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 18-23 authorizing the C/CAG Chair to execute the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2018/19 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County for an amount up to \$1,141,094.

FISCAL IMPACT

This agreement provides up to \$1,141,094 in TFCA funding for FY 2018/19. Included in this amount is \$56,094 for administrative costs of the program.

SOURCE OF FUNDS

TFCA funds are derived from a Vehicle Registration Fee surcharge provided to C/CAG by the BAAQMD.

BACKGROUND

The Bay Area Air Quality Management District (BAAQMD) is authorized under Health and Safety code Section 44223 and 44225 to levy a fee on motor vehicles. Funds generated by the fee are referred to as the Transportation Fund for Clean Air (TFCA) funds and are used to implement projects to reduce air pollution from motor vehicles. Health and Safety Code Section 44241(d) stipulates that forty percent (40%) of funds generated within a county where the fee is in effect shall be allocated by the Air District to one or more public agencies designated to receive the funds, and for San Mateo County, C/CAG has been designated as the overall Program Manager to receive the funds.

C/CAG, as the Program Manager for the TFCA Program in San Mateo County, distributes funds to qualifying projects that reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options. On March 8, 2018, the C/CAG Board adopted Resolution 18-07 approving the FY 2018/19 Expenditure Plan and the projects to be funded as part of the FY 2018/19 TFCA Program as follows:

Agency	TFCA Funds
C/CAG Administration	\$56,094
Commute.org Voluntary Trip Reduction Program	\$600,000
SamTrans BART Shuttle	\$110,000
C/CAG Countywide Carpooling Incentives Program	\$375,000
Total	\$1,141,094

Funding agreements with project sponsors, Commute.org and Samtrans, are presented to the C/CAG Board for approval under subsequent Agenda Items 5.2.2 and 5.2.3 respectively. Details of the C/CAG sponsored Countywide Carpooling Incentives Program in the amount of \$375,000 will be presented to the C/CAG Board for approval at a future Board meeting.

The funding agreement between C/CAG and the BAAQMD is for the receipt of the FY 2018/19 TFCA County Program Manager funds.

ATTACHMENTS

- Resolution 18-23
- Funding Agreement between C/CAG and BAAQMD for FY 2018/19 (*Available for review and download at www.ccag.ca.gov/ccag.html)*

RESOLUTION 18-23

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE THE PROGRAM MANAGER FUNDING AGREEMENT WITH THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT (BAAQMD) FOR THE FISCAL YEAR 2018/19 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) (40%) PROGRAM FOR SAN MATEO COUNTY FOR AN AMOUNT UP TO \$1,141,094

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, the City/County Association of Governments has been designated the Transportation Fund for Clean Air (TFCA) Program Manager for San Mateo County; and

WHEREAS, the Board of Directors of the City/County Association of Governments at its March 8, 2018 meeting approved the Fiscal Year 2018/19 Expenditure Plan and certain projects and programs for funding through San Mateo County's 40 percent local share of Transportation Fund for Clean Air (TFCA) revenues; and

WHEREAS, C/CAG will act as the Program Manager for \$1,141,094 of TFCA funded projects; and

WHEREAS, it is necessary for C/CAG to enter into a Program Manager Agreement with the Bay Area Air Quality Management District (BAAQMD) setting forth the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that on behalf of C/CAG the Chair is authorized to enter into an agreement with the Bay Area Air Quality Management District for the Fiscal Year 2018/19 Transportation Fund for Clean Air (TFCA) Program for San Mateo County for an amount up to \$1,141,094. This agreement shall be in a form approved by C/CAG legal counsel.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF JUNE 2018.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-24 authorizing the C/CAG Chair to execute a Funding Agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$600,000 under the Fiscal Year 2018/19 Transportation Fund for Clean Air (TFCA) Program to provide the Countywide Voluntary Trip Reduction Program.

(For further information please contact John Hoang at 650-363-4105)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 18-24 authorizing the C/CAG Chair to execute a Funding Agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$600,000 under the Fiscal Year 2018/19 Transportation Fund for Clean Air (TFCA) Program to provide the Countywide Voluntary Trip Reduction Program.

FISCAL IMPACT

Under the FY 2018/19 TFCA Program there is a total allocation of \$1,141,094 of which \$600,000 is designated for the Commute.org Countywide Voluntary Trip Reduction Program.

SOURCE OF FUNDS

TFCA funds are derived from a Vehicle Registration Fee surcharge provided to C/CAG by the Bay Area Air Quality Management District (BAAQMD).

BACKGROUND

C/CAG acts as the Program Manager for the TFCA Program in San Mateo County. This program distributes TFCA fund to projects whose primary objective is to reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options. On March 8, 2018, per Resolution 18-07, the C/CAG Board approved the Expenditure Plan for projects to be funded as part of the FY 2018/19 TFCA Program, which includes providing \$600,000 to the Countywide Voluntary Trip Reduction Program, managed by Peninsula Traffic Congestion Relief Alliance (also known as Commute.org). This Program assists private and public sectors to connect their employees and customers with transportation systems that provide an alternative to driving single occupant vehicles.

The Countywide Voluntary Trip Reduction Program also receives funding from the C/CAG's Countywide Congestion Relief Plan. Commute.org is the project sponsor and is responsible to meet the TFCA cost-effectiveness criteria and all funding requirements. The total project cost is \$1,580,000, of which TFCA fund is \$600,000.

ATTACHMENTS

- Resolution 18-24
- Funding Agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) for the FY 2018/19 TFCA Program
(Available for review and download at www.ccag.ca.gov/ccag.html)

RESOLUTION 18-24

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE A FUNDING AGREEMENT WITH PENINSULA TRAFFIC CONGESTION RELIEF ALLIANCE (COMMUTE.ORG) IN THE AMOUNT OF \$600,000 UNDER THE FISCAL YEAR 2018/19 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM TO PROVIDE THE COUNTYWIDE VOLUNTARY TRIP REDUCTION PROGRAM

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, the Board of Directors of the City/County Association of Governments at its March 8, 2018 meeting approved certain projects and programs for funding through San Mateo County's local share of Transportation Fund for Clean Air (TFCA) revenues; and

WHEREAS, the agencies implementing these projects, the scope of the work and the specified amount of TFCA funding, have been identified and approved by the Board of Directors; and

WHEREAS, Commute.org is designated to receive TFCA funds for the Countywide Voluntary Trip Reduction Program which assists private and public sectors to connect their employees and customers with transportation systems that provide an alternative to driving single occupant vehicles; and

WHEREAS, it is necessary for C/CAG to enter into Project Sponsor agreements with the individual agencies receiving TFCA project funding, setting forth the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to enter into an agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) for \$600,000 under the Transportation Fund for Clean Air (TFCA) Program for Fiscal Year 2018/19. This agreement shall be in a form approved by C/CAG legal counsel.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF JUNE 2018.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-25 authorizing the C/CAG Chair to execute a Funding Agreement with the San Mateo County Transit District (SamTrans) in the amount of \$110,000 under the Fiscal Year 2018/19 Transportation Fund for Clean Air (TFCA) Program for the BART Shuttle Program.

(For further information or questions please contact John Hoang at 650-363-4105)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 18-25 authorizing the C/CAG Chair to execute a Funding Agreement with the San Mateo County Transit District (SamTrans) in the amount of \$110,000 under the Fiscal Year 2018/19 Transportation Fund for Clean Air (TFCA) Program for the BART Shuttle Program.

FISCAL IMPACT

Under the FY 2018/19 TFCA Program there is a total allocation of \$1,141,094 of which \$110,000 is designated for the SamTrans BART Shuttle Program.

SOURCE OF FUNDS

TFCA funds are derived from a Vehicle Registration Fee surcharge provided to C/CAG by the Bay Area Air Quality Management District (BAAQMD).

BACKGROUND

C/CAG acts as the Program Manager for the TFCA Program in San Mateo County. This program distributes fund to projects whose primary objective is to reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options. On March 8, 2018, per Resolution 18-07, the C/CAG Board approved the Expenditure Plan for projects to be funded as part of the FY 2018/19 TFCA Program, which includes providing for \$110,000 to the SamTrans BART Shuttle Bus Program. This program is a peak commute period shuttle bus service for five (5) employer based shuttle routes connecting major employment centers in South San Francisco, Brisbane, and Foster City.

SamTrans is the project sponsor and is responsible to meet the TFCA cost-effectiveness criteria and all funding requirements. The total project cost is \$1,401,200, of which TFCA fund is \$110,000.

ATTACHMENTS

- Resolution 18-25
- Funding Agreement between C/CAG and SamTrans for the FY 2018/19 TFCA Program
(Available for review and download at www.ccag.ca.gov/html)

RESOLUTION 18-25

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE A FUNDING AGREEMENT WITH THE SAN MATEO COUNTY TRANSIT DISTRICT (SAMTRANS) IN THE AMOUNT OF \$110,000 UNDER THE FISCAL YEAR 2018/19 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM FOR THE BART SHUTTLE PROGRAM

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, the Board of Directors of the City/County Association of Governments at its March 8, 2018 meeting approved certain projects and programs for funding through San Mateo County's local share of Transportation Fund for Clean Air (TFCA) revenues; and

WHEREAS, the agencies implementing these projects, the scope of the work and the specified amount of TFCA funding, have been identified and approved by the Board of Directors; and

WHEREAS, the San Mateo County Transit District (SamTrans) is designated to receive TFCA funds for the SamTrans Shuttle Bus Program; and

WHEREAS, it is necessary for C/CAG to enter into Project Sponsor agreements with the individual agencies receiving TFCA project funding, setting forth the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to enter into an agreement with the San Mateo County Transit District for \$110,000 under the Transportation Fund for Clean Air (TFCA) Program. This agreement shall be in a form approved by C/CAG legal counsel.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF JUNE 2018.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: June 14, 2017

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 18-26 authorizing the C/CAG Executive Director to amend Task Order EOA-06 and execute Task Orders EOA-07, and EOA-08 with Eisenberg, Olivieri, and Associates, Inc. in amounts not to exceed \$191,960, \$830,000, and \$390,000, respectively, for technical support to the Countywide Water Pollution Program in 2018-19.

(For further information or questions, contact Matthew Fabry at 650-599-1419)

RECOMMENDATION

Review and approve Resolution 18-26 authorizing the C/CAG Executive Director to amend Task Order EOA-06 and execute Task Orders EOA-07, and EOA-08 with Eisenberg, Olivieri, and Associates, Inc. in amounts not to exceed \$191,960, \$830,000, and \$390,000, respectively, for technical support to the Countywide Water Pollution Program in 2018-19.

FISCAL IMPACT

Up to \$1,411,960 in Fiscal Year 2018-19, as included in the proposed C/CAG budget.

SOURCE OF FUNDS

NPDES, Measure M, and AB1546 Stormwater funds

BACKGROUND

In August 2015, C/CAG approved Resolution 15-21, authorizing on-call contracts for technical support to the Countywide Water Pollution Prevention Program (the Program). The on-call agreements were for a three-year duration, ending in August 2018. In February 2018, C/CAG approved Resolution 18-02 authorizing Amendment No. 1 to extend the term of existing on-call contracts with Eisenberg, Olivieri, & Associates (EOA), Larry Walker Associates, S. Groner Associates, and Urban Rain Design for technical support to the Program through September 2021.

As authorized by C/CAG Resolutions 16-04, 16-16 and 17-29 the Executive Director executed three task orders with EOA in Fiscal Year 2015-16, one in Fiscal Year 2016-17 and two in Fiscal Year 2017-18, as detailed in Table 1, for a total of \$3,898,807.

Due to limited Program resources for 2018-19, C/CAG staff worked with the Stormwater Committee to prioritize scope reductions for all technical support consultants. The recommended task orders reflect these scope reductions. For EOA's technical support activities in 2018-19, staff recommends:

- Amending task order EOA-06 to authorize expending additional funds (\$191,960) to complete remaining Water Year 2018 monitoring and reporting activities through March 2019 (reminder: Water Years run from October through September, with an additional six months of data analysis and reporting, so support activities span two fiscal years for each Water Year),
- Issuing task order EOA-07 (\$830,000) for general program support in 2018-19
- Issuing Task Order EOA-08 (\$390,000) for initiating Water Year 2019 monitoring activities during the fiscal year.

The amended and proposed task orders are detailed in Table 2. Due to the large number of pages, copies of each proposed task order and associated scopes of work and budgets are available on the C/CAG website, as detailed below.

ATTACHMENTS

1. Tables 1 and 2: EOA Task orders issued to-date and proposed for 2018-19
2. Resolution 18-26

The below attachments are available on-line, as part of the June 14, 2018 Additional Meeting Materials, at: <http://ccag.ca.gov/committees/board-of-directors/>

1. Web Only: Amended Task Order EOA-06 (Water Year 2018 monitoring activities)
2. Web Only: Task Order EOA-07 (General program support)
3. Web Only: Task Order EOA-08 (Water Year 2019 monitoring activities)

Table 1: Countywide Program Technical Support – EOA Task Orders Issued To Date

	Task Order	Date Issued	Consultant	Tasks	Amount
Fiscal Year 2015-16 (Approx. half a year of support)	EOA-01	10/7/15	EOA, Inc.	Interim technical support during RFP process	\$317,142
	EOA-02	1/4/16	EOA, Inc.	Water Quality Monitoring (15-16)	\$247,027
	EOA-03	3/10/16	EOA, Inc.	General Support, Subcommittee Support, Training, Trash, and portions of Mercury & PCBs	\$464,480
Fiscal Year 2016-17	EOA-04	7/1/16	EOA, Inc.	General Support, Subcommittee Support, Training, Water Quality Monitoring, Trash, and portions of Mercury & PCBs	\$1,376,257
Fiscal Year 2017-18	EOA-05	7/1/17	EOA, Inc.	General Support, Subcommittee Support, Water Quality Monitoring (2017 Water Year), Training, Trash, and portions of Mercury & PCBs	\$1,001,352
	EOA-06	7/1/17	EOA, Inc.	Water Quality Monitoring (only portion of work for 2018 Water Year included in 2017-18 budget)	\$492,549
Total to Date:					\$3,898,807

Table 2: 2018-19 Proposed EOA Task Orders and Technical Support Budget

Task Order	Date Issued	Consultant	Tasks	Amount
EOA-06 (Amendment)	Pending Board Approval	EOA, Inc.	Water Quality Monitoring (Additional not-to-exceed amount for 2018 Water Year monitoring and reporting activities that occur in 2018-19)	\$191,960
EOA-07	Pending Board Approval	EOA, Inc.	General Support, Subcommittee Support, Water Quality Monitoring, Training, Trash, and portions of Mercury & PCBs	\$830,000
EOA-08	Pending Board Approval	EOA, Inc.	Water Quality Monitoring (2019 Water Year monitoring activities that occur in 2018-19)	\$390,000
Proposed 2018-19 Total				\$1,411,960

RESOLUTION 18-26

AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO AMEND TASK ORDER EOA-06 AND EXECUTE TASK ORDERS EOA-07 AND EOA-08 WITH EISENBERG, OLIVIERI, AND ASSOCIATES, INC. IN AMOUNTS NOT TO EXCEED \$191,960, \$830,000, AND \$390,000 RESPECTIVELY, FOR TECHNICAL SUPPORT TO THE COUNTYWIDE WATER POLLUTION PROGRAM IN 2018-19.

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, C/CAG administers the San Mateo Countywide Water Pollution Prevention Program to assist its member agencies in meeting mandated requirements of the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit (MRP); and

WHEREAS, C/CAG and its member agencies recognize and support the need to implement pollution prevention programs to minimize the discharge of pollutants from municipal storm drain systems and C/CAG requires support from technical consultants in assisting its member agencies with meeting MRP requirements; and

WHEREAS, in August 2015, C/CAG approved Resolution 15-21, approving on-call contracts with qualified technical consultants, including Eisenberg, Olivieri, and Associates, Inc. (EOA), for a three-year term through August 2018; and

WHEREAS, in February 2018, C/CAG approved Resolution 18-02 authorizing Amendment No. 1 to extend the term of the contract with EOA for three additional years through September 30, 2021; and

WHEREAS, C/CAG staff negotiated final scopes of work and budgets with EOA to support the Countywide Water Pollution Prevention Program in 2018-19;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that the C/CAG Executive Director is authorized to amend Task Order EOA-06 and execute Task Orders EOA-07 and EOA-08 with Eisenberg, Olivieri, and Associates, Inc. in amounts not to exceed \$191,960, \$830,000, and \$390,000, respectively, for technical support services to the Countywide Water Pollution Program for Fiscal Year 2018-19.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF JUNE, 2018.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: June 14, 2017

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 18-27 authorizing the C/CAG Executive Director to execute Task Order LWA-04 with Larry Walker Associates in an amount not to exceed \$314,000 for technical support to the Countywide Water Pollution Program in 2018-19.

(For further information or questions, contact Matthew Fabry at 650-599-1419)

RECOMMENDATION

Review and approve Resolution 18-27 authorizing the C/CAG Executive Director to execute Task Order LWA-04 with Larry Walker Associates in an amount not to exceed \$314,000 for technical support to the Countywide Water Pollution Program in 2018-19.

FISCAL IMPACT

Up to \$314,000 in Fiscal Year 2018-19, as included in the proposed C/CAG budget.

SOURCE OF FUNDS

NPDES, Measure M, and AB1546 Stormwater funds

BACKGROUND

In August 2015, C/CAG approved Resolution 15-21, authorizing on-call contracts for technical support to the Countywide Water Pollution Prevention Program (the Program). The on-call agreements were for a three-year duration, ending in August 2018. In February 2018, C/CAG approved Resolution 18-02 authorizing Amendment No. 1 to extend the term of existing on-call contracts with Eisenberg, Olivieri, & Associates, Larry Walker Associates (LWA), S. Groner Associates, and Urban Rain Design for technical support to the Program through September 2021.

As authorized by C/CAG Resolutions 16-04, 16-16 and 17-29 the Executive Director executed one task order to LWA in Fiscal Year 2015-16, one in Fiscal Year 2016-17 and one in Fiscal Year 2017-18, as detailed in Table 1, for a total of \$1,506,667.

Due to limited Program resources for 2018-19, C/CAG staff worked with the Stormwater Committee to prioritize scope reductions for all technical support consultants. The recommended task order reflects these scope reductions. For LWA's technical support activities in 2018-19, staff

recommends issuing Task Order LWA-04 in an amount not to exceed \$314,000 for support activities in Fiscal Year 2018-19. The proposed task order is detailed in Table 2.

Due to the large number of pages, copies of the proposed task order and associated scope of work and budget are available on the C/CAG website, as detailed below.

ATTACHMENTS

1. Tables 1 and 2: LWA Task orders issued to-date and proposed for 2018-19
2. Resolution 18-27

The below attachments are available on-line, as part of the June 14, 2018 Additional Meeting Materials, at: <http://ccag.ca.gov/committees/board-of-directors/>

1. Web Only: Task Order LWA-04 (Green Infrastructure and Mercury & PCBs support)

Table 1: Countywide Program Technical Support – LWA Task Orders Issued To Date

	Task Order	Date Issued	Consultant	Tasks	Amount
Fiscal Year 2015-16 (Approx. half a year of support)	LWA-01	3/10/16	Larry Walker Associates	Portion of Subcommittee Support and Training, Green Infrastructure, Mercury & PCBs	\$317,142
Fiscal Year 2016-17	LWA-02	7/1/16	Larry Walker Associates	Green Infrastructure, portions of Mercury & PCBs and Stormwater Resource Planning	\$632,025
Fiscal Year 2017-18	LWA-03	7/1/16	Larry Walker Associates	Green Infrastructure and portions of Mercury & PCBs	\$557,500
Total to Date:					\$1,506,667

Table 2: 2018-19 Proposed LWA Task Order and Technical Support Budget

Task Order	Date Issued	Consultant	Tasks	Amount
LWA-04	Pending Board Approval	Larry Walker Associates	Green Infrastructure and portions of Mercury & PCBs	\$314,000
Proposed 2018-19 Total				\$314,000

RESOLUTION 18-27

AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE TASK ORDER LWA-04 WITH LARRY WALKER ASSOCIATES IN AN AMOUNT NOT TO EXCEED \$314,000 FOR TECHNICAL SUPPORT TO THE COUNTYWIDE WATER POLLUTION PROGRAM IN 2018-19.

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, C/CAG administers the San Mateo Countywide Water Pollution Prevention Program to assist its member agencies in meeting mandated requirements of the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit (MRP); and

WHEREAS, C/CAG and its member agencies recognize and support the need to implement pollution prevention programs to minimize the discharge of pollutants from municipal storm drain systems and C/CAG requires support from technical consultants in assisting its member agencies with meeting MRP requirements; and

WHEREAS, in August 2015, C/CAG approved Resolution 15-21, approving on-call contracts with qualified technical consultants, including Larry Walker Associates (LWA), for a three-year term; and

WHEREAS, in February 2018, C/CAG approved Resolution 18-02 authorizing Amendment No. 1 to extend the term of the contract with LWA for three additional years; and

WHEREAS, C/CAG staff negotiated final scopes of work and budgets with LWA to support the Countywide Water Pollution Prevention Program in 2018-19;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that the C/CAG Executive Director is authorized to execute Task Order LWA-04 with Larry Walker Associates in an amount not to exceed \$314,000 for technical support services to the Countywide Water Pollution Program for Fiscal Year 2018-19.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF JUNE, 2018.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: June 14, 2017

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 18-28 authorizing the C/CAG Executive Director to execute Task Order SGA-04 with S. Groner Associates in an amount not to exceed \$275,000 for technical support to the Countywide Water Pollution Program in 2018-19.

(For further information or questions, contact Matthew Fabry at 650-599-1419)

RECOMMENDATION

Review and approve Resolution 18-28 authorizing the C/CAG Executive Director to execute Task Order SGA-04 with S. Groner Associates in an amount not to exceed \$275,000 for technical support to the Countywide Water Pollution Program in 2018-19.

FISCAL IMPACT

Up to \$275,000 in Fiscal Year 2018-19, as included in the proposed C/CAG budget.

SOURCE OF FUNDS

NPDES, Measure M, and AB1546 Stormwater funds

BACKGROUND

In August 2015, C/CAG approved Resolution 15-21, authorizing on-call contracts for technical support to the Countywide Water Pollution Prevention Program (the Program). The on-call agreements were for a three-year duration, ending in August 2018. In February 2018, C/CAG approved Resolution 18-02 authorizing Amendment No. 1 to extend the term of existing on-call contracts with Eisenberg, Olivieri, & Associates, Larry Walker Associates, S. Groner Associates (SGA), and Urban Rain Design for technical support to the Program through September 2021.

As authorized by C/CAG Resolutions 16-04, 16-16 and 17-29 the Executive Director executed one task order to SGA in Fiscal Year 2015-16, one in Fiscal Year 2016-17 and one in Fiscal Year 2017-18, as detailed in Table 1, for a total of \$900,000.

Due to limited Program resources for 2018-19, C/CAG staff worked with the Stormwater Committee to prioritize scope reductions for all technical support consultants. The recommended task order reflects these scope reductions. For SGA's technical support activities in 2018-19, staff

recommends issuing Task Order SGA-04 in an amount not to exceed \$275,000 for support activities in Fiscal Year 2018-19. The proposed task order is detailed in Table 2.

Due to the large number of pages, copies of the proposed task order and associated scope of work and budget are available on the C/CAG website, as detailed below.

ATTACHMENTS

1. Tables 1 and 2: SGA Task orders issued to-date and proposed for 2018-19
2. Resolution 18-28

The below attachments are available on-line, as part of the June 14, 2018 Additional Meeting Materials, at: <http://ccag.ca.gov/committees/board-of-directors/>

1. Web Only: Task Order SGA-04 (Green Infrastructure and Mercury & PCBs support)

Table 1: Countywide Program Technical Support – SGA Task Orders Issued To Date

	Task Order	Date Issued	Consultant	Tasks	Amount
Fiscal Year 2015-16 (Approx. half a year of support)	SGA-01	3/10/16	S. Groner Associates	Public Outreach, Education, and Engagement	\$250,000
Fiscal Year 2016-17	SGA-02	7/1/16	S. Groner Associates	Public Outreach, Education, and Engagement	\$325,000
Fiscal Year 2017-18	SGA-03	7/1/16	S. Groner Associates	Public Outreach, Education, and Engagement	\$325,000
Total to Date:					\$900,000

Table 2: 2018-19 Proposed SGA Task Order and Technical Support Budget

Task Order	Date Issued	Consultant	Tasks	Amount
SGA-04	Pending Board Approval	S. Groner Associates	Public Outreach, Education, and Engagement	\$275,000
Proposed 2018-19 Total				\$275,000

RESOLUTION 18-28

AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE TASK ORDER SGA-04 WITH S. GRONER ASSOCIATES IN AN AMOUNT NOT TO EXCEED \$275,000 FOR TECHNICAL SUPPORT TO THE COUNTYWIDE WATER POLLUTION PROGRAM IN 2018-19.

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, C/CAG administers the San Mateo Countywide Water Pollution Prevention Program to assist its member agencies in meeting mandated requirements of the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit (MRP); and

WHEREAS, C/CAG and its member agencies recognize and support the need to implement pollution prevention programs to minimize the discharge of pollutants from municipal storm drain systems and C/CAG requires support from technical consultants in assisting its member agencies with meeting MRP requirements; and

WHEREAS, in August 2015, C/CAG approved Resolution 15-21, approving on-call contracts with qualified technical consultants, including S. Groner Associates (SGA), for a three-year term; and

WHEREAS, in February 2018, C/CAG approved Resolution 18-02 authorizing Amendment No. 1 to extend the term of the contract with SGA for three additional years; and

WHEREAS, C/CAG staff negotiated final scopes of work and budgets with SGA to support the Countywide Water Pollution Prevention Program in 2018-19;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County, that the C/CAG Executive Director is authorized to execute Task Order SGA-04 with S. Groner Associates in an amount not to exceed \$275,000 for technical support services to the Countywide Water Pollution Program for Fiscal Year 2018-19.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF JUNE, 2018.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, C/CAG Executive Director

Subject: Review and approve Resolution 18-29 authorizing the C/CAG Chair to execute Amendment No. 1 to the funding agreement with the Bay Area Stormwater Management Agencies Association, extending the term through Fiscal Year 2018-19 and adding an additional amount not to exceed \$107,000 for C/CAG's contributions to regional stormwater compliance projects for a new total of \$389,426.

(For further information or questions contact Matthew Fabry at 650-599-1419)

RECOMMENDATION

Review and approve Resolution 18-29 authorizing the C/CAG Chair to execute Amendment No. 1 to the funding agreement with the Bay Area Stormwater Management Agencies Association (BASMAA), extending the term through Fiscal Year 2018-19 and adding an additional amount not to exceed \$107,000 for C/CAG's contributions to regional stormwater compliance projects for a new total of \$389,426.

FISCAL IMPACT

The overall cost to C/CAG for its share of 2018-19 regional stormwater projects implemented through BASMAA is budgeted at \$107,000 which includes population-based membership dues at approximately \$32,000, \$55,000 in regional projects, and a \$20,000 project contingency. Sufficient funds are included in the proposed 2018-19 C/CAG budget.

SOURCE OF FUNDS

Funds for C/CAG's share of BASMAA regional projects are budgeted in the NPDES (Stormwater) account as part of the overall Countywide Water Pollution Prevention Program budget.

BACKGROUND

C/CAG's Countywide Water Pollution Prevention Program (Countywide Program) assists C/CAG's member agencies with meeting the requirements of the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Stormwater permit, which it does in three primary ways:

1. Providing technical assistance to member agencies for implementing their own local stormwater control programs;

2. Implementing compliance programs directly on behalf of member agencies when it makes sense for those programs to be implemented on a countywide basis. Examples include countywide water quality monitoring and public outreach and education efforts; and,
3. Collaborating with other countywide stormwater programs to implement compliance projects at the regional level through the Bay Area Stormwater Management Agencies Association, or BASMAA.

The Countywide Program has been a member of BASMAA since it formed in the early 1990s after municipal stormwater regulations were first promulgated. The Countywide Program pays annual population-based member dues to BASMAA along with the other countywide stormwater programs throughout the Bay Area. In previous years, when BASMAA implemented regional stormwater projects, they were generally funded via in-kind consultant services from the member agencies, which in C/CAG's case were provided through C/CAG's stormwater technical consultant contracts.

Upon issuance of the Municipal Regional Permit in 2009, however, BASMAA gradually moved away from in-kind support for regional projects in favor of contracting directly with technical consultants paid through cash contributions from member agencies. This enables BASMAA to implement its own competitive procurement processes consistent with adopted policies and procedures. As such, C/CAG has had to shift from incorporating support for BASMAA regional projects within its own technical consultant contracts to budgeting for its population-based share of such projects in the annual stormwater program budget as a cash contribution.

The C/CAG Board previously approved Resolution 17-02, authorizing the C/CAG Chair to execute a two-year funding agreement with BASMAA for C/CAG's membership dues and population-based share of 2016-17 and 2017-18 regional projects. The proposed Resolution 18-29 authorizes the C/CAG Chair to execute Amendment No. 1 to the existing funding agreement to extend the term through 2018-19 and increase the not-to-exceed funding amount by \$107,000 to cover membership dues, 2018-19 regional project costs, and contingency funds.

Details on the scopes and budgets of the regional projects are included in Exhibit A of the proposed amendment.

ATTACHMENTS

1. Resolution 18-29
2. Amendment No. 1 to the funding agreement with BASMAA (note: due to size, the regional project scopes of work, budgets, and details included in Exhibit A are only available online at <http://ccag.ca.gov/committees/board-of-directors/>)

RESOLUTION 18-29

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 1 TO THE FUNDING AGREEMENT WITH THE BAY AREA STORMWATER MANAGEMENT AGENCIES ASSOCIATION, EXTENDING THE TERM THROUGH FISCAL YEAR 2018-19 AND ADDING AN ADDITIONAL AMOUNT NOT TO EXCEED \$107,000 FOR C/CAG'S CONTRIBUTIONS TO REGIONAL STORMWATER PROJECTS

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, C/CAG administers the San Mateo Countywide Water Pollution Prevention Program (Countywide Program) to assist its member agencies in meeting mandated requirements for managing pollution in stormwater runoff; and

WHEREAS, C/CAG's member agencies are regulated under the San Francisco Bay Regional Water Quality Control Board Municipal Regional Permit, which mandates control programs for keeping pollution out of stormwater discharges; and

WHEREAS, the Bay Area Stormwater Management Agencies Association (BASMAA) is a non-profit corporation with membership comprising stormwater programs throughout the nine-county Bay Area and is designed to encourage stormwater management information sharing and cooperation, and to develop products and programs that would be more cost-effective when done regionally than could be accomplished locally; and

WHEREAS, C/CAG, via the Countywide Program, has been a member of BASMAA since its inception in the early 1990s; and

WHEREAS, the Countywide Program supports C/CAG's member agencies in part by jointly funding regional stormwater projects through the Bay Area Stormwater Management Agencies Association (BASMAA) when it is more cost-effective than at the countywide level; and

WHEREAS, C/CAG, through the Countywide Program, decides which BASMAA regional projects it chooses to jointly fund with other stormwater programs; and,

WHEREAS, C/CAG approved Resolution 17-02 authorizing a two-year agreement with BASMAA for funding C/CAG member dues and shares of regional projects and C/CAG desires to extend this agreement to cover C/CAG's required financial contributions to BASMAA for Fiscal Year 2018-19;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG) that the C/CAG Chair is authorized to execute Amendment No. 1 to the funding agreement with the Bay Area Stormwater Management Agencies Association, extending the term through Fiscal Year 2018-19 and at an additional cost not to exceed \$107,000 for C/CAG's membership dues and population-based share of implementing regional stormwater projects.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF JUNE, 2018.

Maryann Moise Derwin, Chair

AMENDMENT (No. 1) TO THE AGREEMENT BETWEEN THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND THE BAY AREA STORMWATER MANAGEMENT AGENCIES ASSOCIATION

WHEREAS, C/CAG administers the San Mateo Countywide Water Pollution Prevention Program (Countywide Program) to assist its member agencies in meeting mandated requirements for managing pollution in stormwater runoff; and

WHEREAS, C/CAG’s member agencies are regulated under the San Francisco Bay Regional Water Quality Control Board Municipal Regional Permit, which mandates control programs for keeping pollution out of stormwater discharges; and

WHEREAS, the Bay Area Stormwater Management Agencies Association (BASMAA) is a non-profit corporation with membership comprising stormwater programs throughout the nine-county Bay Area and is designed to encourage stormwater management information sharing and cooperation, and to develop products and programs that would be more cost-effective when done regionally than could be accomplished locally; and

WHEREAS, the Countywide Program supports C/CAG’s member agencies in part by jointly funding regional stormwater projects through the Bay Area Stormwater Management Agencies Association (BASMAA) when it is more cost-effective than at the countywide level; and

WHEREAS, C/CAG approved Resolution 17-02 authorizing a two-year agreement with BASMAA; and

WHEREAS, C/CAG desires to extend its funding agreement with BASMAA to cover C/CAG’s required financial contributions to BASMAA for Fiscal Year 2018-19, including membership dues and anticipated regional project costs plus contingency; and

WHEREAS, the 2018-19 BASMAA regional projects are included in Exhibit A to this amendment;

IT IS HEREBY AGREED by C/CAG and BASMAA that:

1. The term of the Existing Agreement is extended through June 30, 2019.
2. The total not-to-exceed funding amount is increased by an additional \$107,000 to cover C/CAG’s membership dues and anticipated population-based share of the costs of BASMAA-implemented regional projects for 2018-19. The total not-to-exceed is \$389,426.
3. All other provisions of the Existing Agreement shall remain in full force and effect.

For C/CAG:

For BASMAA:

Maryann Moise Derwin, Chair

Signature

Date: _____

By: _____

Approved as to form:

Date: _____

C/CAG Legal Counsel

EXHIBIT A

2018-19 BASMAA Regional Projects

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 18-30 authorizing the Executive Director to execute agreements with the California Department of Transportation to receive grant funding in the amount of \$986,300 for the “Calm Before the Storm: San Mateo Countywide Sustainable Streets Master Plan” project.

(For further information or questions, contact Matthew Fabry at 650-599-1419)

RECOMMENDATION

Review and approve Resolution 18-30 authorizing the Executive Director to execute agreements with the California Department of Transportation to receive grant funding in the amount of \$986,300 for the “Calm Before the Storm: San Mateo Countywide Sustainable Streets Master Plan” project.

FISCAL IMPACT

The Caltrans Adaptation Planning grant requires a minimum of 11.47% local matching funds. Execution of the grant agreement will commit C/CAG to \$145,185 (12.8%) in matching funds as specified in the C/CAG grant proposal.

SOURCE OF FUNDS

The matching funds come from unspent AB1546 vehicle registration fee revenue dedicated to regional stormwater pollution prevention programs.

BACKGROUND

C/CAG was awarded a Climate Change Adaptation Planning Grant from Caltrans to develop a countywide sustainable streets master plan. Funding comes from Senate Bill 1, The Road Repair and Accountability Act of 2017, under Section 16321 that allocates \$20 million in climate change adaptation planning grants to local and regional agencies for adaptation planning. C/CAG’s grant was awarded as part of the second round of statewide grant funding. Caltrans requires a local resolution authorizing C/CAG to enter into a funding agreement with Caltrans in order to receive grant funds – proposed Resolution 18-30 (Attachment 1) addresses that requirement.

C/CAG’s grant proposal, titled, “Calm Before the Storm: San Mateo Countywide Sustainable Streets Master Plan,” will advance green infrastructure planning by C/CAG’s member agencies in support of regulatory mandates in the Municipal Regional Stormwater Permit. The project will evaluate how a changing climate impacts precipitation patterns and focuses on ways to adapt the roadway network

through integration of green stormwater infrastructure with other community priorities and projects.

The grant project is designed to achieve multiple key objectives:

- Use existing C/CAG and County models to quantify the precipitation-based climate change impacts to stormwater runoff from roadways throughout the county
- Improve the resolution of drainage mapping throughout San Mateo County to include identifying roadway drainage patterns
- Prioritize roadways throughout the county for implementing Sustainable Streets consistent with regulatory, agency, community, and grant priorities
- Implement community outreach efforts to engage the public and interested stakeholders in developing the master plan
- Develop project concepts for sustainable street projects throughout the county
- Develop a countywide master plan that prioritizes sustainable streets implementation throughout the county through 2040, including a model Sustainable Streets policy, and that directly supports local agency plans, including Green Infrastructure Plans
- Develop a web-based implementation tracking tool to allow C/CAG member agencies, the public, and interested stakeholders to see progress toward adapting the multi-modal system for climate change and meeting water quality improvement goals

The scope of work, budget, and timeline C/CAG staff submitted with the grant proposal are included in Attachment 2. C/CAG was awarded \$986,300 in grant funds with a project start date no earlier than October 1, 2018. The project must be completed by February 28, 2021, with reimbursement requests and grant products submitted by April 28, 2021. C/CAG staff will be issuing a Request for Proposals for consultant support with the project.

ATTACHMENTS

1. Resolution 18-30
2. Grant proposal project scope, budget, and timeline

RESOLUTION 18-30

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION TO RECEIVE GRANT FUNDING IN THE AMOUNT OF \$986,300 FOR THE “CALM BEFORE THE STORM: SAN MATEO COUNTYWIDE SUSTAINABLE STREETS MASTER PLAN.”

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, C/CAG is eligible to receive federal and/or State funding for certain transportation planning related plans, through the California Department of Transportation; and

WHEREAS, a Restricted Grant Agreement is needed to be executed with the California Department of Transportation before such funds can be claimed through the Transportation Planning Grant Programs; and

WHEREAS, C/CAG was awarded a Climate Adaptation Planning grant for its “Calm Before the Storm: San Mateo Countywide Sustainable Streets Master Plan” project

WHEREAS, C/CAG wishes to delegate execution of these agreements and any amendments thereto to the Executive Director;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that the C/CAG Executive Director is authorized to execute all Restricted Grant Agreements, associated documents, and amendments thereto with the California Department of Transportation for the “Calm Before the Storm: San Mateo Countywide Sustainable Streets Master Plan” project. Be it further resolved that the Executive Director is authorized to negotiate the final scope and terms of said materials prior to execution by both parties, subject to legal counsel approval as to form

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF JUNE, 2018.

Maryann Moise Derwin, Chair

SCOPE OF WORK:
Calm Before the Storm:
San Mateo Countywide Sustainable Streets Master Plan

INTRODUCTION:

The City/County Association of Governments of San Mateo County (C/CAG), working with its 21 member agencies and Caltrans, will develop the “San Mateo Countywide Sustainable Streets Master Plan” (Master Plan) to prioritize locations for integrating green stormwater infrastructure into roadways to capture, treat, and infiltrate stormwater runoff to better adapt the transportation network to precipitation-based climate change impacts while simultaneously helping local agencies achieve state mandates for treating runoff. Sustainable Streets combine Complete Streets that accommodate all modes and users safely and Green Streets that incorporate green stormwater infrastructure to manage stormwater. As climate change impacts local infrastructure, it will be increasingly important to focus on disadvantaged and vulnerable communities – flooding can have a disproportionate impact on those dependent upon walking, biking, or transit. The proposed project will take a multi-benefit approach to prioritizing Sustainable Streets opportunities throughout San Mateo County (See Figure 1 – County Boundaries) that includes evaluation of community-specific needs for safer, more sustainable streets. Commencing in October 2018, the two-year effort builds upon existing regional and countywide green infrastructure planning efforts and Caltrans planning grants (See Figure 2 – Proposal Diagram). Project deliverables include a master plan, GIS data layers, model policies, project concepts, public outreach, and web-based implementation tracking tools. The project is intended to develop methodologies for mapping and prioritizing roadways for Sustainable Streets implementation that can be replicated throughout the state.

Recognizing the likely disproportionate share of future climate change impacts on the transportation network experienced by vulnerable communities, C/CAG will build off the work done by the County of San Mateo under its Sea Level Rise Vulnerability Assessment and planned for in their recently awarded Caltrans Climate Adaption Planning Grant to support resilience planning for vulnerable communities throughout the county. Specifically, this project will leverage and expand on the County’s work planned under Task 5.5 (Identify Disadvantaged Communities Most Vulnerable to Climate Change Impacts) to identify the most at-risk communities, especially with respect to increased precipitation, in collaboration with community organizations focused on advocating for resiliency and overlaying climate change data with vulnerable communities maps identified in the Association of Bay Area Governments (ABAG) and Bay Conservation Development Commission (BCDC) resilience program Stronger Housing, Safer Communities. Areas the county has already identified as vulnerable to future climate change impacts include: East Palo Alto, South San Francisco, Pescadero, County Unincorporated La Honda, North Fair Oaks, Daly City, Brisbane, Pacifica, San Mateo and Half Moon Bay. All 21 of C/CAG’s member agencies and several community organizations that promote local resiliency efforts, including Grassroots Ecology, Acterra, Sustainable Silicon Valley, and Canopy, have provided letters of partnership and support for the project (see attachments), demonstrating a strong response to address local priorities in these areas.

RESPONSIBLE PARTIES:

The project will be implemented by the C/CAG and one or more consultants that will be selected via proper procurement procedures. C/CAG will also engage its member agencies and external stakeholders in review and commenting on project deliverables.

OVERALL PROJECT OBJECTIVES:

- Use existing C/CAG and County models to quantify the precipitation-based climate change impacts to stormwater runoff from roadways throughout the county
- Improve the resolution of drainage mapping throughout San Mateo County to include identifying roadway drainage patterns
- Prioritize roadways throughout the county for implementing Sustainable Streets consistent with regulatory, agency, community, and grant priorities
- Implement community outreach efforts to engage the public and interested stakeholders in developing the master plan
- Develop project concepts for sustainable street projects throughout the county
- Develop a countywide master plan that prioritizes sustainable streets implementation throughout the county through 2040, including a model Sustainable Streets policy, and that directly supports local agency plans, including Green Infrastructure Plans
- Develop a web-based implementation tracking tool to allow C/CAG member agencies, the public, and interested stakeholders to see progress toward adapting the multi-modal system for climate change and meeting water quality improvement goals

1. Project Initiation

Task 1.1 – Project Kickoff Meeting

- C/CAG will hold a kick-off meeting with Caltrans staff to discuss grant procedures and project expectations including invoicing, quarterly reporting, and all other relevant project information. Meeting summary will be documented.
- Responsible Party: C/CAG

Task 1.2 – RFP for Consultant Services

- C/CAG Staff will complete an RFP process for selection of a consultant using the Caltrans specified procurement procedures for local agencies. A copy of the procurement procedures and the executed consultant contract will be submitted to Caltrans.
- Responsible Party: C/CAG

Task 1.3 – Staff/Consultant Coordination Meetings

- Monthly project team meetings with consultants to ensure good communication on upcoming tasks and to make sure the project remains on time and within budget. Caltrans staff will be invited to the project team meetings.
- Responsible Party: C/CAG and consultant(s)

Task 1.4 –Quarterly Stakeholder Advisory Committee Meetings

- C/CAG will convene quarterly meetings with Caltrans staff and relevant staff from C/CAG's member agencies to provide updates and seek input on project deliverables, with a focus on addressing local jurisdiction priorities, community concerns and infrastructure constraints with respect to developing the prioritization criteria for the Master Plan.
- Responsible Party: C/CAG and consultant(s)

Task 1.5 – Consultant Project Management

- The Consultant(s) C/CAG procures to implement the bulk of the grant effort will manage their teams, coordinate internally, ensure conformance with C/CAG and Caltrans funding agreement requirements, develop summaries of work completed, and submit regular invoices for reimbursement.
- Responsible Party: Consultants

Task	Deliverable
1.1	<i>Meeting notes</i>
1.2	<i>Copy of procurement materials/procedures and executed consultant contract(s)</i>
1.3	<i>Monthly meeting minutes</i>
1.4	<i>Quarterly Meeting minutes</i>
1.5	<i>Monthly consultant invoices and work summaries</i>

2. Community Engagement

Task 2.1 – Develop Community Engagement Strategy

- Develop a community engagement strategy for soliciting input from local agency staff, community stakeholders, and the public to provide a participatory forum for sharing progress and soliciting input on developing the countywide sustainable streets master plan. Focus on assessing vulnerable communities, infrastructure risks and needs in context of a changing climate, and local knowledge of existing and planned infrastructure projects. Ensure that the engagement strategy is designed to support participation by vulnerable communities, including using translated materials or presentations.
- Responsible Party: C/CAG and consultant(s)

Task 2.2 – Community Stakeholder and Engagement Meetings

- In addition to using online engagement methods to generate public and stakeholder engagement in the project (such as through social media tools like Nextdoor, Facebook, and Twitter, or electronic newsletters and online surveys), directly engage the public in a series of community meetings. Plan and host a minimum of four community outreach and engagement events distributed geographically across the County (including at least one in an identified vulnerable community), spread throughout the project timeframe, to educate stakeholders on work completed to date and receive public feedback and comments for development of the Master Plan.
- Responsible Party: C/CAG and consultant(s)

Task	Deliverable
2.1	<i>Draft and final community engagement strategy</i>
2.2	<i>Outreach event materials, including power point presentations, event meeting notes, and attendance records</i>

3. Climate Adaptation Risk Analysis on Local Transportation Network

Task 3.1 - Quantify climate change-related precipitation impacts related to the transportation network

- Using countywide downscaled climate change modeling results from the County of San Mateo under its Round 1 Adaptation Planning grant and C/CAG’s existing countywide hydrology model, quantify changes in runoff characteristics (e.g., how does total runoff volume change as well as how do changes in peak storm events impact runoff) from roadways under existing and future climate change scenarios. The existing hydrology model can be used to evaluate runoff characteristics from roadways, including under current conditions, future climate change conditions, and with adaptation scenarios in which green infrastructure is incorporated into prioritized roadway segments. Climate change modeling and green infrastructure scenarios will be used to evaluate increased runoff volumes and

associated pollutant loading to assess climate risks to the transportation network, via potential increased severity of localized flooding, especially in relation to vulnerable communities identified through the County’s vulnerable communities assessment work in Task 5.5 of their Adaptation Planning Grant. The climate change scenarios geospatial layers will be a primary prioritization factor in the decision-making process for planning and prioritizing projects at the street scale.

- Responsible Party: Consultant(s)

Task 3.2 Quantify stormwater capture benefits

- In support of its member agencies’ Green Infrastructure Plans, C/CAG is modeling how much roadway green infrastructure is needed to achieve long-term water quality improvement, in conjunction with other green infrastructure being implemented through new and redevelopment or via regional stormwater retention systems. Building on that effort, the proposed project would quantify to what extent the required roadway green infrastructure will effectively adapt the roadway network for future runoff conditions modeled in Task 3.1, and what additional level of green infrastructure may be needed to prevent adverse impacts. This will help in prioritizing implementation opportunities under Task 4.3. Results of quantifying the amount of green infrastructure needed for both water quality improvement and climate change adaptation will become the goals for Task 7 in terms of reporting progress over time via a publicly available web-based tracking tool.
- Responsible Party: Consultant(s)

Task	Deliverable
3.1	<i>Technical memo summarizing the changes in runoff characteristics for different scenarios</i>
3.2	<i>Technical memo summarizing stormwater capture benefits</i>

4. Hi-Resolution Data Analysis and Fine-Scale Drainage Delineation

Task 4.1 Data Collection

- To the extent not already available to C/CAG, work with C/CAG member agencies and stakeholders to collect GIS data to support high-resolution drainage mapping as well as developing priorities for Sustainable Streets implementation. Data to be collected and compiled regarding storm drain systems, other utility systems, geology, hydrogeology, LIDAR ground surface elevations, high-resolution aerial orthoimagery, capital improvement programs, including pavement and roadway maintenance, and other community priorities, such as Safe Routes to School, bicycle and pedestrian improvements, localized flooding, pollution, vulnerable communities, environmental justice issues, etc.
- Responsible Party: C/CAG and Consultant(s)

Task 4.2 High-resolution drainage system delineation

- Using data collected under Task 4.1, delineate countywide drainage patterns at the catch-basin-scale. Further delineate roadway drainage patterns to be able to identify which streets drain to which catch basins, or even which sides of the street drain to which catch basin to be able to prioritize and plan green infrastructure implementation on roadways at the catch-basin drainage scale. This will also allow more refined green infrastructure scenario modeling to determine what are the most cost-effective catch-basin scale drainages in which to implement green infrastructure for water quality improvement and climate change adaptation.
- Responsible Party: Consultant(s)

Task 4.3 Identify Sustainable Streets opportunities in the ROW at the street-scale

- Develop and implement automated algorithms to identify Sustainable Streets opportunities in roadways, with primary emphasis on vegetated curb extensions at intersections or mid-block locations where they can be integrated with pedestrian and bicycle improvements. Algorithms would look for opportunities such as intersection locations with catch basins and storm drain infrastructure (to facilitate cost-effective connection of underdrains, as needed), on-street parking (for streets that would have adequate space for vegetated curb extensions), red curb zones (to facilitate stormwater features without removing parking), as well as constraints, such as driveway cuts, turn lanes, utility conflicts, steep slopes, geologic restrictions or hazards, etc. This effort will build from green street prioritization C/CAG previously performed when developing its Countywide Stormwater Resource Plan (See Figure 3 – Existing Green Street Prioritization) and will connect to C/CAG’s modeling for how much green infrastructure is required for long-term water quality improvement and Task 3 to evaluate whether sufficient identified opportunities exist to meet modeled needs, both for existing and future climate change scenarios.
- Responsible Party: Consultant(s)

Task	Deliverable
4.1	<i>Data inventory</i>
4.2	<i>GIS dataset of catch-basin-scale watershed delineation</i>
4.3	<i>GIS dataset of identified Sustainable Streets, Technical memo summarizing identification of Sustainable Streets</i>

5. Prioritization of Sustainable Streets Opportunities and Development of Master Plan

Task 5.1 Develop prioritization criteria

- Using the results from Task 4, and community input generated under Task 2, develop criteria for prioritizing street segments with identified opportunities for implementation. Compile and overlay geospatial data to support various priorities, such as Safe Routes to School locations, planned ADA ramp enhancements, bike/ped planning priorities, transit priorities, vulnerable community neighborhoods, high impervious areas, flood prone areas, Priority Development Areas, pavement condition indices, and other community priorities. C/CAG will work with the Stakeholder Advisory Committee to assign prioritization criteria to available data to allow use of a scoring system for prioritizing roadways for implementation, with those providing the greatest benefit for multiple criteria ranking highest. This will also build on existing green street prioritization C/CAG developed as part of its Countywide Stormwater Resource Plan, but that did not incorporate many of the key community priorities associated with protecting the multi-modal transportation network, pavement maintenance priorities, bike/ped planning priorities, and was not subject to a rigorous stakeholder involvement process. Figure 4 – Existing Green Street Prioritization Criteria – shows the existing green street prioritization criteria C/CAG used for the Stormwater Resource Plan that will likely serve as a starting point for community and stakeholder engagement.
- Responsible Party: C/CAG and Consultant(s)

Task 5.2 Develop Countywide Sustainable Streets Master Plan

- Using results from Tasks 2, 3, 4, and 5, C/CAG will develop the Countywide Sustainable Streets Master Plan that will prioritize roadway segments for implementing Sustainable Streets throughout the county in five-, 10-, and 20-year time horizons from 2020 through 2040. The Master Plan will build from the technical memos created under the prior tasks to create a single, comprehensive document. To the extent feasible, the Master Plan will

connect prioritized roadway segments to potential funding sources, such as roadways prioritized near schools may be candidates for Safe Routes to School funding, roadways in priority development areas may be candidates for One Bay Area Grant funds from the Metropolitan Transportation Commission, roadways prioritized for bike and pedestrian improvements may be candidates for Caltrans Active Transportation grants, etc. The Master Plan will be developed to directly link to C/CAG member agencies' Green Infrastructure Plans, and will include relevant materials being developed by C/CAG for that effort, such as design standards and details for vegetated curb extensions, operations and maintenance details in C/CAG's forthcoming Green Infrastructure Operations and Maintenance Guidebook, and details from C/CAG's existing Sustainable Green Streets and Parking Lots Design Guidebook and forthcoming revision, the Sustainable Streets Guidebook (see Figure 2). The goal is for the Master Plan to be an implementation extension of the Green Infrastructure compliance plans required for water quality purposes, but to also quantify and integrate climate change adaptation needs and benefits for implementation. The Master Plan will also incorporate project concepts to be developed under Task 6.

- Responsible Party: C/CAG and Consultant(s)

Task	Deliverable
5.1	<i>Technical memo summarizing prioritization criteria, and prioritization approach and results</i>
5.2	<i>GIS dataset of prioritized Sustainable Streets, draft and final Master Plan</i>

6. Project Concepts

Task 6.1 Develop pilot project concepts

- Working with C/CAG member agencies, identify up to 10 priority pilot projects and create detailed multi-page concepts showing how green infrastructure can be integrated with bicycle and pedestrian improvements and that demonstrate the multiple benefits associated with implementing Sustainable Streets for adapting to climate change and improving water quality. Concepts will detail the associated drainage areas and volume of runoff generated, both currently and under future climate change scenarios, the volume of water managed, greenhouse gas emission reductions associated with bicycle and pedestrian improvements, water quality benefits, and preliminary cost estimates. The concepts will be developed to support subsequent implementation funding requests by C/CAG's member agencies, such as under future Caltrans or other agency grant programs. Project concepts will build from and be more detailed than single-page green street project concepts created during development of the Countywide Stormwater Resource Plan, but existing concept formats will serve as the basis for developing new and improved concept materials (see Figure 5 – Example of Existing Project Concepts).
- Responsible Party: Consultant(s)

Task	Deliverable
6.1	<i>Up to 10 project concepts, as drafts for review by member agencies and stakeholders, and as final to be incorporated into the Master Plan</i>

7. Web-based Sustainable Streets Project Implementation Mapping and Tracking Tool

Task 7.1 Develop a mapping and tracking tool

- C/CAG's member agencies are required to develop online tracking systems for green infrastructure implementation. In coordination with the Stakeholder Advisory Committee, C/CAG would develop a unified web tool for its member agencies to use for tracking green

infrastructure and Sustainable Streets implementation, to include dashboards to show the public and interested stakeholders progress over time toward building adaptation to precipitation-based climate change impacts as well as water quality improvement. The tool would be publicly available. The tool would allow users to see locations of implemented projects, project benefits, and progress toward long-term goals.

- Responsible Party: Consultant(s)

Task	Deliverable
7.1	<i>Draft web-based tracking tool that integrates prioritized Sustainable Streets, Final web-based tracking tool</i>

8. Fiscal Management

Task 8.1 Invoicing

- Submit quarterly invoice packages to Caltrans district staff based on all progress towards deliverables and milestone completion.
- Responsible Party: C/CAG

Task 8.2 Quarterly Reports

- Submit quarterly reports to Caltrans district staff providing progress updates based on tasks and subtasks from the project timeline, including grant-specific and local match requirements.
- Responsible Party: C/CAG

Task	Deliverable
8.1	<i>Quarterly Invoice Packages</i>
8.2	<i>Quarterly Progress Reports</i>

Next Steps

Development of the Master Plan will support C/CAG's member agencies throughout San Mateo County in implementing Sustainable Streets Projects. C/CAG will prepare a summary and provide all materials to Caltrans and the ICARP Clearinghouse, and develop a case study that includes a Power Point deck and relevant GIS output files, and emphasize what aspects of the project could be replicated throughout the state.

**California Department of Transportation
Transportation Planning Grants
Fiscal Year 2018-19**

SAN MATEO COUNTYWIDE SUSTAINABLE STREETS MASTER PLAN PROJECT TIMELINE

Project Title		Calm Before the Storm: San Mateo Countywide Sustainable Streets Master Plan				Grantee	City/County Association of Governments of San Mateo County																								
		Fund Source				Fiscal Year 2018/19			FY 2019/20				FY 2020/21																		
Task Number	Task Title	Responsible Party	Total Cost	Grant Amount	Local Cash Match	Local In-Kind Match	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	Deliverable
1.1	Project Kickoff Meeting	C/CAG	\$1,075		\$1,075																									Meeting notes	
1.2	RFP for Consultant Services	C/CAG	\$5,850		\$5,850																									Copy of procurement materials/procedures and executed consultant contract(s)	
1.3	Staff/Consultant Coordination Meetings	C/CAG and Consultants	\$30,000	\$26,500	\$3,500																									Monthly meeting minutes	
1.4	Quarterly Stakeholder Advisory Committee Meetings	C/CAG and Consultants	\$20,000	\$17,600	\$2,400																									Quarterly Meeting minutes	
1.5	Consultant Project Management	Consultants	\$25,000	\$22,100	\$2,900																									Monthly consultant invoices and work summaries	
2.1	Develop Community Engagement Strategy	C/CAG and Consultants	\$35,000	\$30,900	\$4,100																									Draft and final community engagement strategy	
2.2	Community Stakeholder and Engagement Meetings	C/CAG and Consultants	\$65,000	\$57,500	\$7,500																									Outreach event materials, including power point presentations, event meeting notes, and attendance records	
3.1	Quantify climate change-related precipitation impacts related to the transportation network	Consultants	\$48,000	\$42,400	\$5,600																									Technical memo summarizing the changes in runoff characteristics for different scenarios	
3.2	Quantify stormwater capture benefits	Consultants	\$52,000	\$46,000	\$6,000																									Technical memo summarizing stormwater capture benefits	
4.1	Data Collection	C/CAG and Consultants	\$35,000	\$30,900	\$4,100																									Data inventory	
4.2	High-resolution drainage system delineation	Consultants	\$120,000	\$106,200	\$13,800																									GIS dataset of catch basin-scale watershed delineation	
4.3	Identify Sustainable Streets opportunities in the ROW at the street-scale	Consultants	\$120,000	\$106,200	\$13,800																									GIS dataset of identified Sustainable Streets, Technical memo summarizing identification of Sustainable Streets	
5.1	Develop prioritization criteria	C/CAG and Consultants	\$40,000	\$35,400	\$4,600																									Technical memo summarizing prioritization criteria, and prioritization approach and results	
5.2	Develop Countywide Sustainable Streets Master Plan	C/CAG and Consultants	\$175,000	\$154,900	\$20,100																									GIS dataset of prioritized Sustainable Streets, draft and final Master Plan	
6.1	Develop pilot project concepts	Consultants	\$100,000	\$88,500	\$11,500																									Up to 10 project concepts, as drafts for review by member agencies and stakeholders, and as final to be incorporated into the Master Plan	
7.1	Develop a mapping and tracking tool	Consultants	\$250,000	\$221,200	\$28,800																									Draft web-based tracking tool that integrates prioritized Sustainable Streets, Final web-based tracking tool	
8.1	Invoicing	C/CAG	\$5,160		\$5,160																									Quarterly Invoice Packages	
8.2	Quarterly Reports	C/CAG	\$4,400		\$4,400																									Quarterly Progress Reports	
TOTALS			\$1,131,485	\$986,300	\$145,185	\$0																									

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve the addition of the C/CAG Chair and immediate past Chair to the Countywide Water Coordination Committee.

(For further information or questions, contact Matthew Fabry at 650-599-1419)

RECOMMENDATION

Review and approve the addition of the C/CAG Chair and immediate past Chair to the Countywide Water Coordination Committee.

FISCAL IMPACT

None

SOURCE OF FUNDS

NA

BACKGROUND

C/CAG established the San Mateo Countywide Water Coordination Committee (Committee) at its November 2016 Board meeting. The Committee was formed to promote and increase cross-jurisdictional communication, provide leadership, develop partnerships, and reduce redundancy between current and future efforts related to stormwater, flood control, and sea level rise. The Committee was established with five seats for four elected officials representing geographic regions of the county (north, central, southern, and coastside) and one from the Board of Supervisors.

Upon convening, the Committee immediately began evaluating options for achieving its mission of increased collaboration of water issues and initiated plans for a countywide convening to educate elected officials, city staffs, and the public on the overall extent of existing water-related efforts happening throughout the County. The convening evolved into the March 30, 2018 “Droughts, Floods, Rising Seas, Oh My!” water summit at Canada College with approximately 300 attendees. In addition to educating attendees on water issues, the summit was a call to action, closing with a video address by Congresswoman Jackie Speier urging county leaders to create a new integrated water agency to better enable San Mateo County to compete for federal funds for flooding and sea level rise.

In response to Congresswoman Speier's call to action, the Committee established a 16-member Staff Advisory Team comprising city, county, and other agency staff representatives to develop a recommendation for a potential new agency to address stormwater, flooding, and sea level rise. The Committee, which will guide the Staff Advisory Team's efforts, plans to develop a proposal for a potential new agency by early 2019. C/CAG Board will be kept apprised of the progress on the proposal.

To develop a meaningful recommendation, the Committee expressed an interest in expanding its own membership to have greater elected official representation and county leadership to help direct the process most effectively. The Committee recommended adding two additional seats to the existing five, with the two seats allocated to the positions of current and immediate past C/CAG Chairpersons. This would provide additional ongoing leadership and institutional knowledge from the C/CAG Board as the process of evaluating a potential new water agency proceeds.

Staff recommends the Board approve adding two seats to the Committee roster for the current and immediate past C/CAG Chairpersons. This would bring the total seats to seven, with four seats allocated to geographic regions, two from C/CAG leadership positions, and one from the County Board of Supervisors. If approved, the two seats would be filled by current C/CAG Chair Maryann Moise Derwin and immediate past Chair Alicia Aguirre.

ATTACHMENTS

None

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the appointments of Steven Machida from the City of San Carlos and Norm Dorais from the City of Foster City to serve on C/CAG's Stormwater and Congestion Management Program Technical Advisory Committees.

(For further information or questions, contact Reid Bogert at 650-599-1433)

RECOMMENDATION

That the C/CAG Board review and approve the appointments of Steven Machida from the City of San Carlos and Norm Dorais from the City of Foster City to serve on C/CAG's Stormwater and Congestion Management Program Technical Advisory Committees.

FISCAL IMPACT

None.

SOURCE OF FUNDS

N/A

BACKGROUND

The Stormwater Committee provides policy and technical advice and recommendations to the C/CAG Board of Directors and direction to technical subcommittees on all matters relating to stormwater management and compliance with associated regulatory mandates from the State Water Resources Control Board and San Francisco Bay Regional Water Quality Control Board. The Stormwater Committee includes a designated seat for each member agency and a non-voting seat for the Regional Water Quality Control Board for a total of 22 members.

The Congestion Management Program Technical Advisory Committee (CMP TAC), provide technical expertise for the Congestion Management and Environmental Quality (CMEQ) Committee and the C/CAG Board. The TAC is made up of engineers and planners from local jurisdictions in addition to one representative each from Caltrans, SMCTA/Peninsula Corridor JPB/Caltrain, MTC, and C/CAG. As approved by the C/CAG Board, the maximum number of TAC members is 25 and the total varies depending on vacancies and/or interest from the city staff. Typically, when a seat becomes vacant on the CMP TAC, C/CAG staff will solicit agencies not represented regarding interest in being added to the committee.

The City of San Carlos is requesting the appointment of Steven Machida, Public Works Director, to replace Grace Le, City Engineer, on the Stormwater Committee and CMP TAC. The City of Foster City is requesting the appointment of Norm Dorais, Acting Public Works Director, to replace Jeff Moneda, City Manager, on the Stormwater Committee and CMP TAC. The appointments will replace two members previously representing the same two cities.

ATTACHMENTS

1. Current Stormwater Committee Roster
2. Current CMP TAC Roster
3. Letter from City of San Carlos
4. Letter from City of Foster City

Current Stormwater Committee Roster – 2018

No.	Municipality/Agency	Representative
1	Atherton	Robert Ovadia
2	Belmont	Afshin Oskoui
3	Brisbane	Randy Breault (Chair)
4	Burlingame	Syed Murtuza
5	Colma	Brad Donohue
6	Daly City	John Fuller
7	East Palo Alto	Kamal Fallaha
8	Foster City	<i>Jeff Moneda*</i>
9	Half Moon Bay	Maziar Bozorginia
10	Hillsborough	Paul Willis
11	Menlo Park	Justin Murphy
12	Millbrae	Khee Lim
13	Pacifica	Van Ocampo
14	Portola Valley	Howard Young
15	Redwood City	Saber Sarwary
16	San Bruno	Jimmy Tan
17	San Carlos	<i>Grace Le*</i>
18	San Mateo	Brad Underwood
19	South San Francisco	Eunejune Kim
20	Woodside	Sean Rose
21	San Mateo County	Jim Porter
22	Regional Water Quality Control Board	Dr. Tom Mumley

** Current Representatives to be replaced with new appointments*

Current CMP TAC Roster – 2018

No.	Agency	Representative
1	San Mateo County Engineering	Jim Porter (Co-Chair)
2	SMCTA / PCJPB / Caltrain	Joseph Hurley (Co-Chair)
3	Atherton Engineering	Robert Ovardia
4	Belmont Engineering	Afshin Oskoui
5	Brisbane Engineering	Randy Breault
6	Burlingame Engineering	Syed Murtuza
7	C/CAG	Sandy Wong
8	Colma Engineering	Brad Donohue
9	Daly City Engineering	John Fuller
10	Daly City Planning	Tatum Mothershead
11	Foster City Engineering	<i>Jeff Moneda*</i>
12	Hillsborough Engineering	Paul Willis
13	Half Moon Bay Engineering	Maziar Bozorginia
14	Menlo Park Engineering	Justin Murphy
15	Millbrae Engineering	Khee Lim
16	Pacifica Engineering	Van Ocampo
17	Redwood City Engineering	Jessica Manzi
18	San Bruno Engineering	Jimmy Tan
19	San Carlos Engineering	<i>Grace Le*</i>
20	San Mateo Engineering	Brad Underwood
21	South San Francisco Engineering	Eunejune Kim
22	South San Francisco Planning	Billy Gross
23	Woodside Engineering	Sean Rose
24	MTC	Vacant
25	Caltrans	Vacant

** Current Representatives to be replaced with new appointments*



April 19, 2018

Sandy Wong, Executive Director
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

RE: City/County Association of Governments Technical Advisory Committee (C/CAG TAC) and Stormwater Committee Member

Dear Ms. Wong,

The City of San Carlos is requesting to replace C/CAG TAC and Stormwater Committee member Grace Le with Public Works Director, Steven Machida. I have listed Steven Machida's contact information below:

Phone: (650) 802-4203
Email: smachida@cityofsancarlos.org

Please let me know if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "JM".

Jeff Maltbie
City Manager

Cc: Matthew Fabry, Water Pollution Prevention Program Manager
John Hoang, C/CAG Program Manager
Grace Le, City Engineer
Steven Machida, Public Works Director



City of Foster City

ESTERO MUNICIPAL IMPROVEMENT DISTRICT

610 FOSTER CITY BOULEVARD
FOSTER CITY, CA 94404-2222

April 19, 2018

Sandy Wong
Executive Director
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, California 94063

Dear Ms. Wong:

Due to my recent appointment to City Manager, effective July 1, 2018, I would like to appoint Norm Dorais to the C/CAG Transportation Advisory Committee and Stormwater Committee, effective July 1, 2018.

Thank you for all your help during the past four years that I have sat on these committees. It is appreciated.

Sincerely,

Jeff C. Moneda, P.E.
Public Works Director/City Engineer

cc: John Hoang
Matt Fabry
Chron

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-31 determining that the proposed mixed-use project at 10 Park Plaza, Daly City (Westlake Shopping Center), including associated General Plan and Zoning Amendments, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

(For further information or questions, contact Susy Kalkin at 650-599-1467)

RECOMMENDATION

That the C/CAG Board of Directors, acting as the Airport Land Use Commission, adopt Resolution 18-31 determining that the 10 Park Plaza Mixed-Use project, including related general plan and zoning amendments (“Project”), is consistent with the applicable airport land use policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport (SFO ALUCP), subject to the following condition:

- 1. The project shall comply with the real estate disclosure requirements outlined in Policy IP-1 of the SFO ALUCP.**

DISCUSSION

Project Description

The project consists of replacing an existing two-story, 53,662 square foot commercial building and surface parking lot, with a six-story, 80-foot-tall, mixed use building comprised of 34,458 square feet of ground floor commercial space and 179 apartments. The project also includes a General Plan amendment to change the land use designation from C-RO (Commercial Retail-Office) to CM-U (Commercial Mixed-Use) and modification of an approved Planned Development permit to establish specific site development regulations including allowances for height, setbacks, and parking, and to allow for residential use.

Daly City General Plan ALUC Related Policies

Daly City updated its General Plan in 2013/14, and submitted it for ALUC review and comment at that time. The adopted General Plan incorporates language, recommended by the ALUC, that recognizes and supports the provisions of the SFO ALUCP, including the following relevant sections:

“San Francisco International Airport Noise Environment

Policy NE-11: Require that all future land use actions and/or associated development conforms to the relevant height, aircraft noise, and safety policies and compatibility criteria contained in the most recently adopted version of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

Task NE-11.1: Route any proposed land use policy actions, including new specific plans, zoning ordinances, general plan amendments, and rezoning involving land development to the Airport Land Use Commission in compliance with the Airport Land Use Plan.

Task NE-11.2: Require that development involving the construction of one or more dwelling units within the 65 dBA CNEL SFO noise contour submit an avigation easement to the airport, when required by the Airport Land Use Commission. Specific avigation easement requirements shall be consistent with the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. This requirement shall be implemented prior to final project approval or, if the project requires construction, prior to building permit issuance.

Task NE-11.3: Require all future development within the Airport Influence Area B boundary for San Francisco International Airport to conform to the relevant height/airspace protection, aircraft noise, and safety policies and land use compatibility criteria contained within the most recent adopted version of the comprehensive airport/land use compatibility plan (ALUCP) for the environs of San Francisco International Airport.

Task NE-11.4: Ensure that all future development in Daly City complies with all relevant FAA standards and criteria for safety, regarding flashing lights, reflective building material, land uses that may attract large concentrations of birds, HVAC exhaust vents, thermal plumes, and uses that may generate electrical/electronic interference with aircraft communications and/or instrumentation.”

Airport/Land Use Compatibility Issues

California Public Utilities Code Section 21676(b) requires that prior to the amendment of a general plan or specific plan, or the adoption or approval of a zoning ordinance, a local agency shall first refer the proposed action to the Airport Land Use Commission for a determination of consistency with the applicable Airport Land Use Plan. Accordingly, the City of Daly City has referred the subject project to C/CAG, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the SFO ALUCP.

The SFO ALUCP contains policies and criteria to address four issues: (a) aircraft noise impacts; (b) safety compatibility criteria; (c) height of structures/airspace protection; and (d) overflight notification. The following sections describe the degree to which the project is compatible with each.

(a) Aircraft Noise Impacts

The 65 dB CNEL (Community Noise Equivalent Level) aircraft noise contour defines the threshold for airport noise impacts established in the SFO ALUCP. All land uses located outside this contour are deemed consistent with the noise policies of the SFO ALUCP.

As shown on Attachment 3, the subject property lies outside the bounds of the 65dB CNEL contour, and therefore the project is consistent with the SFO ALUCP noise policies and criteria.

(b) Safety Compatibility

The SFO ALUCP includes five safety zones and related land use compatibility policies and criteria. However, none of the safety zones extends into Daly City, and therefore the project is consistent with the safety zone policies of the SFO ALUCP.

(c) Height of Structures/Airspace Protection

Pursuant to the SFO ALUCP, airspace protection compatibility of proposed land uses within its AIA is evaluated in accordance with the following criteria: (1) 14 Code of Federal Regulations Part 77 (FAR Part 77), “Safe, Efficient Use and Preservation of the Navigable Airspace”, which establishes the standards for determining obstructions to air navigation; and (2) FAA notification surfaces. To be deemed consistent with the ALUCP, the maximum height of a new building must be the lower of (1) the height shown on the airspace protection surfaces map or (2) the maximum height determined not to be a “hazard to air navigation” by the FAA in an aeronautical study prepared pursuant to the filing of Form 7460-1.

The proposed project would allow structures up to a maximum of 80 feet tall on the site, where the ground elevation is approximately 82 feet above mean sea level. The critical airspace over the site, as shown on Attachment 4, ranges from 550 to 600 feet above mean sea level, so the proposed project would fall well below heights of concern. Additionally, the project would not need to file a form 7460-1 with the FAA given its location and low height. Therefore, the proposed project is consistent with the airspace protection policies of the SFO ALUCP.

(d) Overflight Notification

The project site is located within the Airport Influence Area (AIA) of SFO, the real estate disclosure area. Pursuant to Policy IP-1 of the ALUCP for SFO, notification is required, prior to sale or lease of property located within the AIA, of the proximity of the airport and that, due to that proximity, the property may be subject to some of the annoyances or inconveniences associated with airport operations.

As this disclosure requirement is not included in the above referenced general plan policies or application materials, the following condition is proposed:

- The project shall comply with the real estate disclosure requirements outlined in Policy IP-1 of the SFO ALUCP.

Subject to this condition, the proposed project would be consistent with the overflight notification policies of the SFO ALUCP.

Airport Land Use Committee

The Airport Land Use Committee considered this item at its May 24, 2018 meeting, and voted unanimously to find the project conditionally compatible with the SFO ALUCP, subject to compliance with the real estate disclosure requirements of the plan.

ATTACHMENTS

1. Resolution 18-31
2. Application material
3. Exhibit IV-6 Noise Compatibility Zones
4. Exhibit IV-17 Critical Aeronautical Surfaces

RESOLUTION 18-31

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT THE PROPOSED MIXED-USE PROJECT AT 10 PARK PLAZA, DALY CITY, INCLUDING ASSOCIATED GENERAL PLAN AND ZONING AMENDMENTS, IS CONDITIONALLY CONSISTENT WITH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN FRANCISCO INTERNATIONAL AIRPORT

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), acting as the San Mateo County Airport Land Use Commission (ALUC); that,

WHEREAS, California Public Utilities Code Section 21676(b) requires that prior to the amendment of a general plan or specific plan, or the adoption or approval of a zoning ordinance, a local agency shall first refer the proposed action to the Airport Land Use Commission for a determination of consistency with the applicable Airport Land Use Plan; and,

WHEREAS, the City of Daly City has submitted its proposed mixed-use project at 10 Park Plaza, including the related General Plan and Zoning Amendments (the "Project"), to the C/CAG Board, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport (SFO ALUCP); and

WHEREAS, the Project is located within Airport Influence Area B of San Francisco International Airport, the area subject to formal CCAG/ALUC Review; and

WHEREAS, the SFO ALUCP contains the following airport/land use compatibility policies and criteria that relate to the Project: (a) aircraft noise impacts; (b) safety compatibility criteria; (c) height of structures/airspace protection; and (d) overflight notification, as discussed below:

- (a) Aircraft Noise Impacts - The 65 dB CNEL (Community Noise Equivalent Level) aircraft noise contour defines the threshold for airport noise impacts established in the SFO ALUCP. The Project site lies outside the bounds of the 65 dB CNEL contour, and therefore the Project is consistent with the noise policies of the SFO ALUCP.
- (b) Safety Compatibility - The SFO ALUCP identifies five safety zones and related land use compatibility policies and criteria. However, none of the safety zones extends into Daly City, and therefore the Project is consistent with the Safety Zone policies of the SFO ALUCP.
- (c) Airspace Protection - The SFO ALUCP incorporates the provisions in Title 14 of the Code of Federal Regulations Part 77 (FAR Part 77), "Safe, Efficient Use and Preservation of the Navigable Airspace", which establishes the standards for determining obstructions to air navigation, and with the federal notification requirements related to proposed development within the 14 CFR boundaries. To be deemed consistent with the ALUCP, the maximum height of a new building must be the lower of (1) the height shown on the airspace protection surfaces map or (2) the

maximum height determined not to be a “hazard to air navigation” by the FAA in an aeronautical study prepared pursuant to the filing of Form 7460-1.

The proposed project would allow structures up to a maximum of 80 feet tall on the site, where the ground elevation is approximately 82 feet above mean sea level. The critical airspace over the site ranges from 550 to 600 feet above mean sea level, so the proposed project would fall well below heights of concern. Additionally, the project would not need to file a form 7460-1 with the FAA given its location and low height. Therefore, the proposed project is consistent with the airspace protection policies of the SFO ALUCP.

- (d) Overflight Notification – The Project site is located within the Airport Influence Area (AIA) of SFO, the real estate disclosure area. Pursuant to Policy IP-1 of the SFO ALUCP, notification is required, prior to sale or lease of property located within the AIA, of the proximity of the airport and that, due to that proximity, the property may be subject to some of the annoyances or inconveniences associated with airport operations. As this disclosure requirement is not reflected in the above referenced general plan policies or application materials, a condition of approval is included to ensure compliance. Subject to this condition, the proposed project would be consistent with the overflight notification requirements of the SFO ALUCP.

WHEREAS, at its May 24, 2018 meeting, and based on the factors and conditions listed above, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the proposed mixed-use project at 10 Park Plaza, Daly City, is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport; and,

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County, acting as the San Mateo County Airport Land Use Commission, that subject to the condition contained in Exhibit A, attached, the City of Daly City’s proposed mixed-use project at 10 Park Plaza, including associated General Plan and Zoning Amendments, is deemed consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF JUNE 2018.

Maryann Moise Derwin, Chair

Resolution 18-31 – Condition of Approval:

1. The project shall comply with the real estate disclosure requirements outlined in Policy IP-1 of the SFO ALUCP.



APPLICATION FOR LAND USE CONSISTENCY DETERMINATION
San Mateo County Airport Land Use Commission
C/CAG ALUC

APPLICANT INFORMATION

Agency: City of Daly City

Project Name: Westlake Shopping Center Mixed Use Project

Address: 10 Park Plaza Drive

APN: 002-170-220 and 230; 002-201-140, -520, -530, -540, -550, -560, and -570; and 002-191-270 and 330

City: Daly City

State: CA

ZIP Code: 94015

Staff Contact: Corey Alvin

Phone: 650-991-8156

Email: calvin@dalycity.org

PROJECT DESCRIPTION

The applicant, Kimco Realty Corporation, proposes to replace an existing two-story 53,662 square foot commercial building and 60 space surface parking lot, currently on the north end of the existing building, with a six-story mixed use building including a below grade parking garage accommodating 260 parking spaces, 34,458 square feet of ground floor commercial space, and 179 upper-story apartments. The proposed mixed-use building would be constructed to approximately 80 feet above ground level and at approximately 160.90 feet above sea level. The project proposes amendments to both the Planned Development PD60 zoning regulations and Daly City General Plan.

REQUIRED PROJECT INFORMATION

For General Plan, Specific Plan or Zoning Amendments and Development Projects:

A copy of the relevant amended sections, maps, etc., together with a detailed description of the proposed changes, sufficient to provide the following:

1. Adequate information to establish the relationship of the project to the three areas of Airport Land Use compatibility concern (ex. a summary of the planning documents and/or project development materials describing how ALUCP compatibility issues are addressed):

a) Noise: Location of project/plan area in relation to the noise contours identified in the applicable ALUCP.

- Identify any relevant citations/discussion included in the project/plan addressing compliance with ALUCP noise policies.

b) Safety: Location of project/plan area in relation to the safety zones identified in the applicable ALUCP.

- Include any relevant citations/discussion included in the project/plan addressing compliance with ALUCP safety policies.

c) Airspace Protection:

- Include relevant citations/discussion of allowable heights in relation to the protected airspace/proximity to airport, as well as addressment of any land uses or design features that may cause visual, electronic, navigational, or wildlife hazards, particularly bird strike hazards.

- If applicable, identify how property owners are advised of the need to submit Form 7460-1, *Notice of Proposed /Construction or Alteration* with the FAA.

2. Real Estate Disclosure requirements related to airport proximity
3. Any related environmental documentation (electronic copy preferred)
4. Other documentation as may be required (ex. related staff reports, etc.)

Additional information For Development Projects:

- 1.
2. Latitude and longitude of development site
3. Building heights relative to mean sea level (MSL)

ALUCP Plans can be accessed at <http://ccag.ca.gov/plansreportslibrary/airport-land-use/>

Please contact C/CAG staff at 650 599-1467 with any questions.

For C/CAG Staff Use Only
Date Application Received
Date Application Deemed Complete
Tentative Hearing Dates:
- Airport Land Use Committee
- C/CAG ALUC

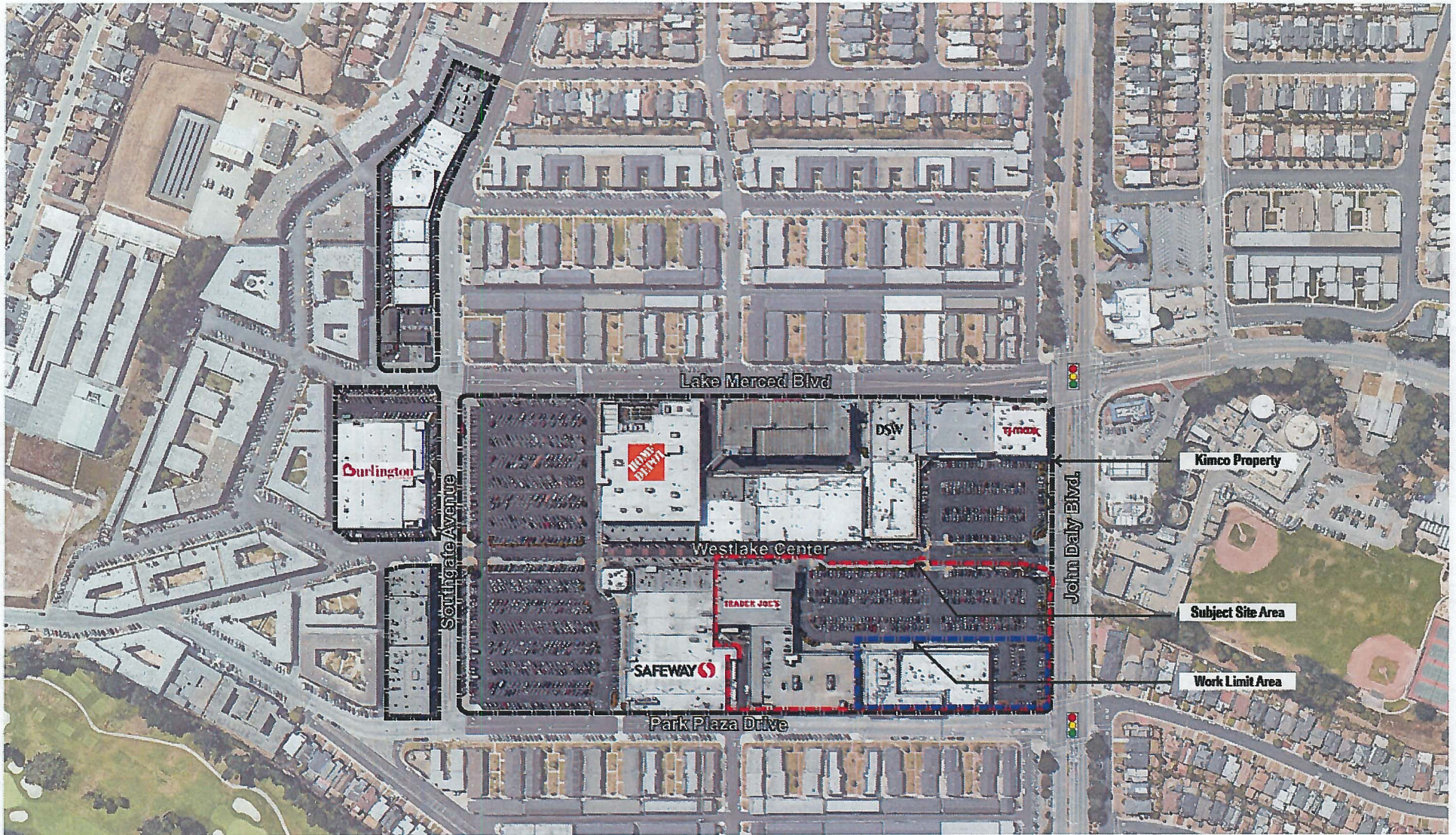


**Westlake Shopping Center
Mixed-Use Redevelopment**
Daly City, California

Planning Resubmittal
October 12th, 2017

SGPA ARCHITECTURE
AND PLANNING

KIMCO
REALTY



Westlake Shopping Center Daly City, California

Westlake Shopping Center Overall Plan

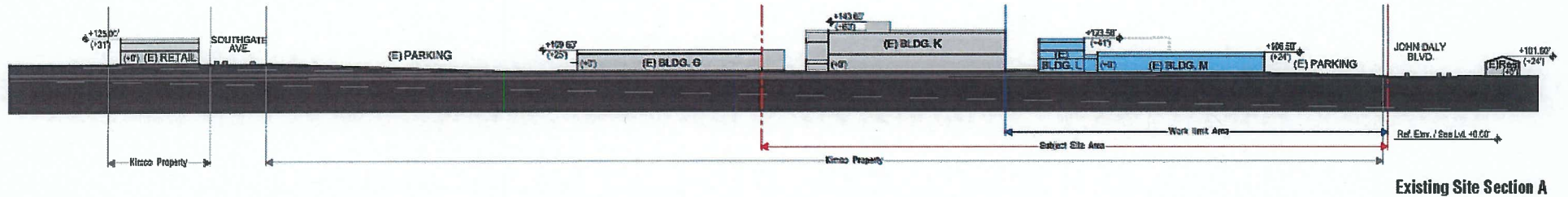


Project No.: 21524- P04

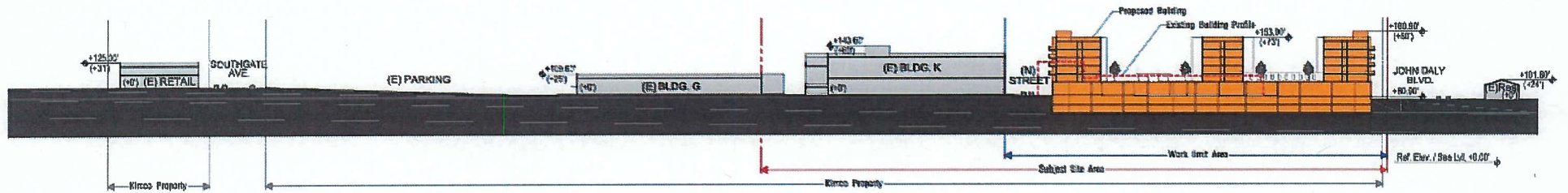
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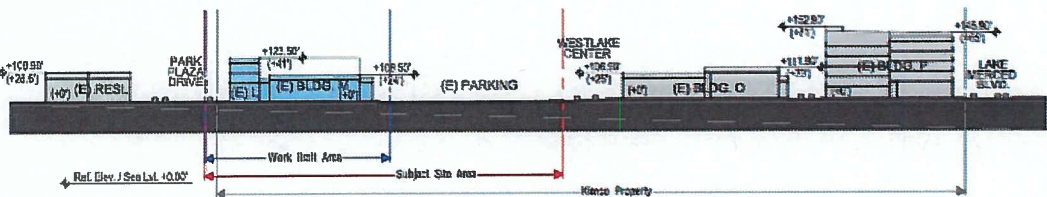
A5



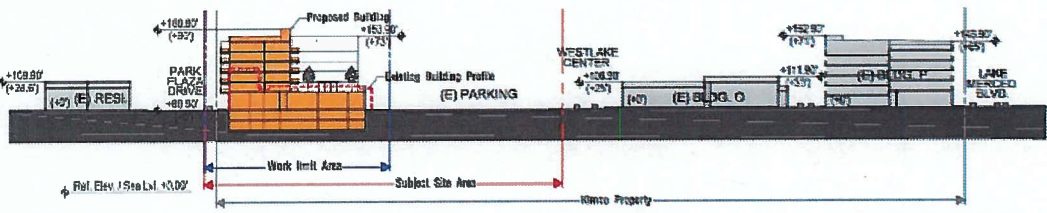
Existing Site Section A



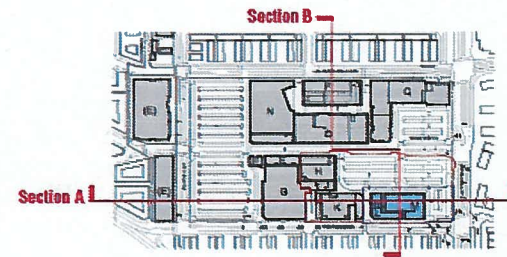
Proposed Site Section A



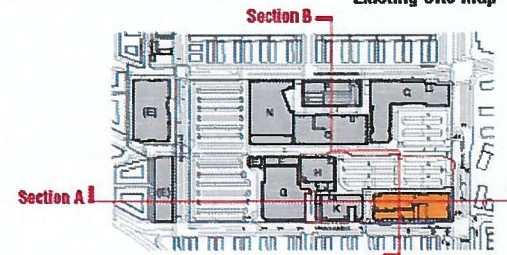
Existing Site Section B



Proposed Site Section B



Existing Site Map



Proposed Site Map

Note: Existing building heights are estimates.

- Legend
- Existing Building to Remain
 - Existing Building to be Demolished
 - Proposed Building

Westlake Shopping Center Daly City, California

Site Sections and Building Heights



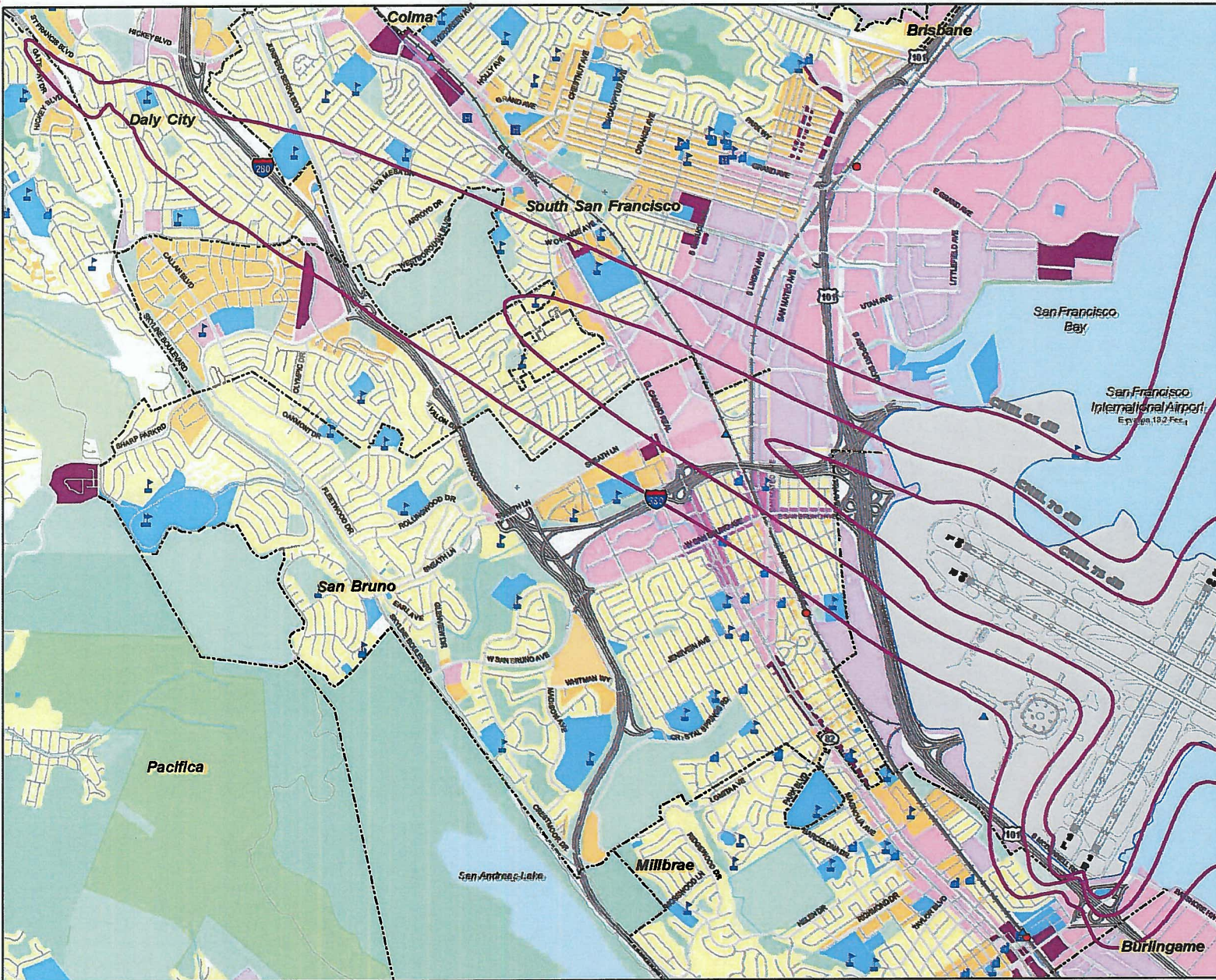
Project No.: 21524-P04 10.16.17



A7



Project Site - Off Map



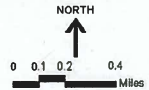
- LEGEND**
- CNEL Contour, 2020 Forecast
 - Airport Property
 - BART Station
 - CALTRAIN Station
 - School
 - Place of Worship
 - Hospital
 - Municipal Boundary
 - Railroad
 - Freeway
 - Road
- Planned Land Use Per General Plans:**
- Public
 - Multi-Family Residential
 - Single Family Residential
 - Mixed Use
 - Transit Oriented Development
 - Commercial
 - Industrial, Transportation, and Utilities
 - Local Park, Golf Course, Cemetery
 - Regional Park or Recreation Area
 - Open Space
 - Planned use not mapped

Sources:

Noise Contour Data:
 - Draft Environmental Assessment, Proposed Runway Safety Area Program, San Francisco International Airport. URS Corporation and BridgeNet International, June 2011

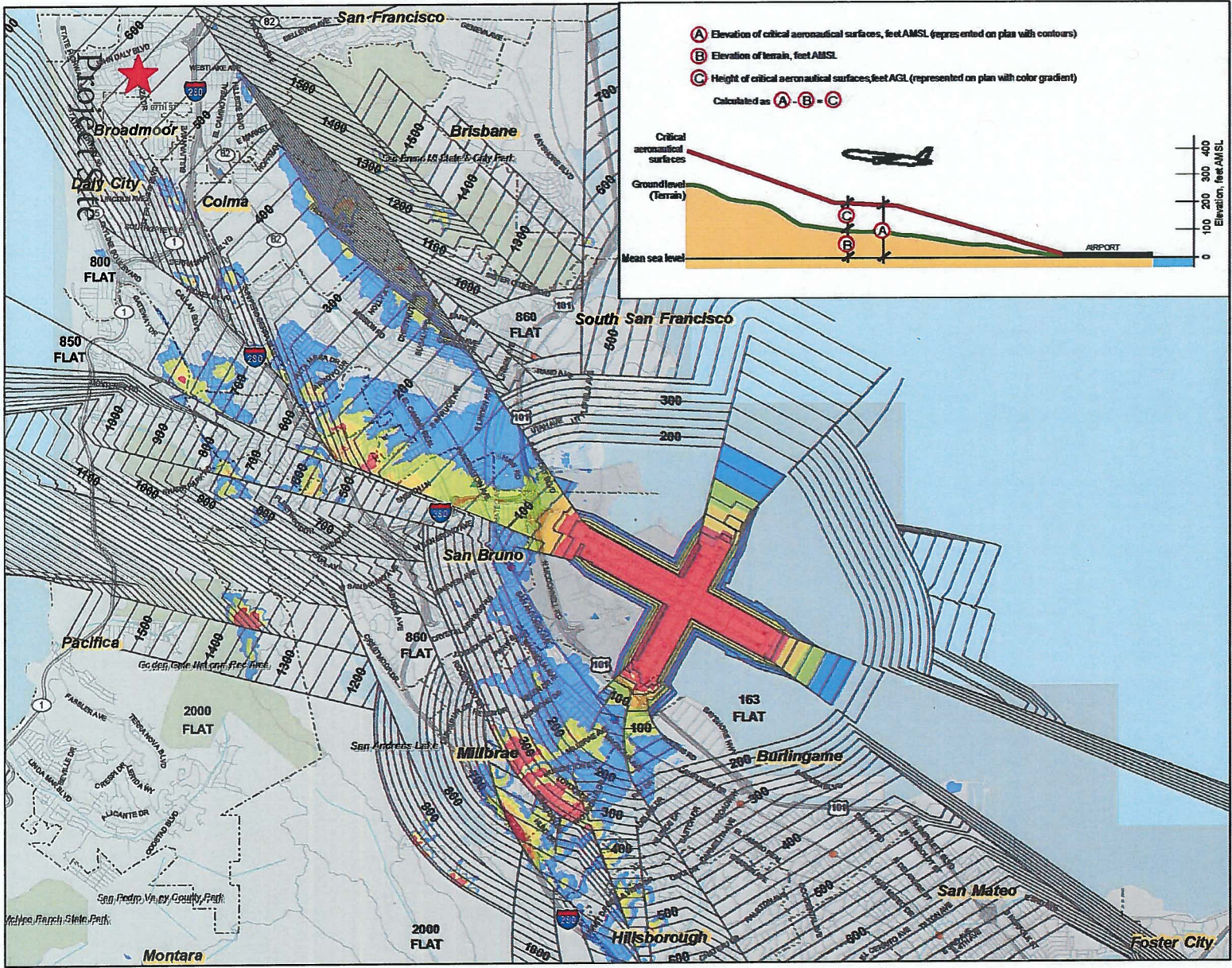
County Base Maps:
 - San Mateo County Planning & Building Department, 2007

- Local Plans:**
- Burlingame Bayfront Specific Area Plan, August 2006
 - Burlingame Downtown Specific Plan, January 2009
 - Burlingame General Map, September 1994
 - North Burlingame/Rollins Road Specific Plan, February 2007
 - Colma Municipal Code Zoning Maps, December 2003
 - Daly City General Plan Land Use Map, 1987
 - Hillsborough General Plan, March 2005
 - Millbrae Land Use Plan, November 1998
 - Pacifica General Plan, August 1996
 - San Bruno General Plan, December 2008
 - San Mateo City Land Use Plan, March 2007
 - San Mateo County Zoning Map, 1992
 - South San Francisco General Plan, 1998



Attachment 3

Exhibit IV-6
NOISE COMPATIBILITY ZONES - DETAIL
 Comprehensive Airport Land Use Plan
 for the Environs of San Francisco International Airport
C/CAG
 City/County Association of Governments
 of San Mateo County, California



- LEGEND**
- (A) Elevation of critical aeronautical surfaces, feet AMSL (represented on plan with contours)
 - (B) Elevation of terrain, feet AMSL
 - (C) Height of critical aeronautical surfaces, feet AGL (represented on plan with color gradient)
Calculated as $A - B = C$
- (A) 100 — Elevation of critical aeronautical surfaces, feet Above Mean Sea Level (AMSL), North American Vertical Datum of 1988 (NAVD88)
- (C) Height of critical aeronautical surfaces, Feet Above Ground Level (A.G.L.)
- 35 and lower
 - 35-65
 - 65-100
 - 100-150
 - 150 and more
- Airport Property
 - BART Station
 - CALTRAIN Station
 - Regional Park or Recreation Area
 - Municipal Boundary
 - Railroad
 - Freeway
 - Road

Notes:

1. This map is intended for informational and conceptual planning purposes, generally representing the aeronautical surfaces considered most critical by San Francisco International Airport (SFO) and its constituent airlines. It does not represent actual survey data, nor should it be used as the sole source of information regarding compatibility with airspace clearance requirements in the development of data for an FAA Form 7460-1, Notice of Proposed Construction or Alteration. SFO does not certify its accuracy, information, or title to the properties contained in this plan. SFO does make any warrants of any kind, express or implied, in fact or by law with respect to boundaries, assessments, restrictions, claims, overlaps, or other encumbrances affecting such properties.

2. This map does not replace the FAA's obstruction evaluation / airport airspace analysis (OE/AAA) review process. Proposing construction at elevations and heights that are lower than the critical aeronautical surfaces shown on this map, (a) does not relieve the construction sponsor of the obligation to file an FAA Form 7460-1, and (b) does not ensure that the proposal will be acceptable to the FAA, SFO, air carriers, or other agencies or stakeholders. SFO, San Mateo County, and local authorities having jurisdiction reserve the right to re-assess, review, and seek modifications to projects that may be consistent with this critical aeronautical surfaces map but that through the FAA OE/AAA process are found to have unexpected impacts to the safety or efficiency of operations at SFO.

Sources: San Francisco International Airport, Jacobs Consultancy, and Planning Technology Inc., 2009

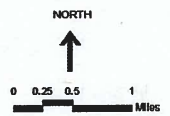


Exhibit IV-17
CRITICAL AERONAUTICAL SURFACES
 - NORTHWEST SIDE
 Comprehensive Airport Land Use Plan
 for the Environs of San Francisco International Airport
C/CAG
 City/County Association of Governments
 of San Mateo County, California

Attachment 4

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-32 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$510,000 to provide the FY 2018-19 Countywide Voluntary Trip Reduction Program.

(For further information or questions, please contact Sara Muse at 650-599-1460)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 18-32 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$510,000 to provide the FY 2018-19 Countywide Voluntary Trip Reduction Program.

FISCAL IMPACT

\$510,000

SOURCE OF FUNDS

The funds under the Congestion Relief Plan are derived from C/CAG Member Agency assessments.

BACKGROUND

The Peninsula Traffic Congestion Relief Alliance, also known as Commute.org, operates the Countywide Volunteer Trip Reduction Program to assist private and public sectors with Transportation Demand Management (TDM) by connecting their employees and customers with transportation systems that provide an alternative to driving single occupancy vehicles. This program is jointly funded with revenues from C/CAG under the Countywide Congestion Relief Plan and Transportation Fund for Clean Air Program (TFCA).

Staff recommends approving Resolution 18-32, authorizing an agreement with Commute.org in the amount of \$510,000 to provide the FY 2018-19 Countywide Voluntary Trip Reduction Program.

ATTACHMENTS

1. Resolution 18-32
2. Agreement with Peninsula Traffic Congestion Relief Alliance Commute.org) for the Countywide Voluntary Trip Reduction Program and Scope of Work
(The document will be available for download at the C/CAG website at:
<http://ccag.ca.gov/committees/board-of-directors/>)

RESOLUTION 18-32

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AGREEMENT BETWEEN C/CAG AND THE PENINSULA TRAFFIC CONGESTION RELIEF ALLIANCE (COMMUTE.ORG) IN THE AMOUNT OF \$510,000 FROM THE CONGESTION RELIEF PLAN TO PROVIDE THE COUNTYWIDE VOLUNTARY TRIP REDUCTION PROGRAM FOR FISCAL YEAR 2018-19

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, the Board of Directors of the City/County Association of Governments approved providing funds for the Countywide Transportation Demand Management (TDM) program under the Congestion Relief Plan (July 1, 2015 to June 30, 2019), and

WHEREAS, the Countywide Voluntary Trip Reduction Program is sponsored by the Peninsula Traffic Congestion Relief Alliance (Commute.org), and

WHEREAS, it is necessary for C/CAG to enter into a funding agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) for Congestion Relief Plan funding, setting forth the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that on behalf of C/CAG the Chair is authorized to enter into a funding agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$510,000 from the Congestion Relief Plan. This agreement shall be in a form approved by C/CAG legal counsel.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF JUNE 2018.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the project list for on-call consultant services under the Grant Writing Technical Assistance Program (GW-TAP) for the Active Transportation Program Cycle 4 (ATP Cycle 4) and approval of Resolution 18-33 authorizing the C/CAG Executive Director to issue task orders with Grant Management Associates for \$49,130 and Gray-Bowen-Scott for \$39,000 in a cumulative amount not to exceed \$88,130.

(For further information or questions, please contact Sara Muse at 650-599-1460)

RECOMMENDATION

That the C/CAG Board review and approve the project list for on-call consultant services under the Grant Writing Technical Assistance Program (GW-TAP) for the Active Transportation Program Cycle 4 (ATP Cycle 4) and approve Resolutions 18-33 authorizing the C/CAG Executive Director to issue task orders with Grant Management Associates for \$49,130, and Gray-Bowen-Scott for \$39,000, in a cumulative amount not to exceed \$88,130.

FISCAL IMPACT

\$88,130

SOURCE OF FUNDS

C/CAG Congestion Relief Fund.

BACKGROUND

At the April 12, 2018 C/CAG Board of Directors meeting, the Board approved Resolution 18-22, approving the Grant Writing Technical Assistance Program (GW-TAP) and agreements with Dudek, Grant Management Associates, and Gray-Bowen-Scott to provide on-call grant writing services for the GW-TAP to assist C/CAG and its 21 member agencies over a two-year term in a cumulative amount not to exceed \$200,000. The purpose of the GW-TAP is to assist C/CAG and its member agencies in applying for competitive federal, state, and regional grants.

Active Transportation Program Cycle 4 (ATP Cycle 4) Call for Interest

The first call for interest under the GW-TAP was for the California Transportation Commission's (CTC) ATP Cycle 4 program and was released on May 11, 2018. The call for interest announcement was sent to City Managers, Public Works Directors, C/CAG Committee members, and local agency staff. Jurisdictions were invited to submit up to two letters of interest for ATP Cycle 4 infrastructure projects to C/CAG for GW-TAP on-call consultant services.

Eleven (11) letters of interest were submitted on May 23, 2018. Panel members scored call for interest forms for eligibility, competitiveness, and level of effort. Attachment 2 provides the recommended project list for GW-TAP on-call consultant services for ATP Cycle 4.

Funding Recommendation

Of the 11 letters of interest received, the panel is recommending six projects for GW-TAP services, totaling \$88,130 in consultant fees. The recommended project list funds the highest-ranking projects that are likely to be competitive for ATP Cycle 4.

Consultant Selection

Based on proposed scope of work and consultant's specified area of expertise, letters of interest were forwarded to two GW-TAP on-call consultants, Grant Management Associates and Gray-Bowen-Scott, to prepare cost proposals. Staff matched each recommended project with a consultant based on proposed scope of work and consultant's cost proposal.

Grant Management Associates coordinated with four project sponsors to develop cost proposals. Grant Management Associates provided cost proposals for four projects, three which are being recommended for funding, totaling \$49,130 for services to the City of Belmont, Town of Atherton, and City of South San Francisco.

Gray-Bowen-Scott coordinated with four project sponsors to develop cost estimates. Gray-Bowen-Scott provided cost proposals for four projects, three of which are being recommended for funding, totaling \$39,000 for services to the City of San Mateo, City of Millbrae, and City of Burlingame.

Upon approval by C/CAG Board, task orders will be reviewed by project sponsors before executed by the Executive Director. Each consultant will work collaboratively with their respective project sponsors to submit applications before the July 31, 2019 CTC deadline. Resolution 18-33 authorizes a cumulative amount not to exceed \$88,130 in GW-TAP consultant services for ATP Cycle 4 projects to assist six jurisdictions for a total of six grant applications.

ATTACHMENTS

1. Project List for GW-TAP Consultant Services for ATP Cycle 4
2. Resolution 18-33

Project List for GW-TAP On-call Consultant Services for ATP Cycle 4					
Rank	Jurisdiction	Project Title	Estimated Project Cost per Letter of Interest	Consultant Assignment	Cost Proposal
1	San Mateo	Hillsdale/US-101 Pedestrian Bicycle Bridge	\$ 6,900,000	Gray-Bowen-Scott	\$ 15,000
2	Belmont	Ralston Avenue Corridor Improvements-Segment 4	\$ 2,500,000	Grant Management Assoc.	\$ 13,035
3	Millbrae	Millbrae Avenue Pedestrian Overcrossing	\$ 12,000,000	Gray-Bowen-Scott	\$ 9,000
4	Burlingame	School Area Pedestrian Enhancement Project	\$ 1,000,000	Gray-Bowen-Scott	\$ 15,000
5	Atherton	Atherton Avenue Class II Bicycle Lane ECR to Alameda De Las Pulgas	\$ 2,500,000	Grant Management Assoc.	\$ 17,408
6	San Mateo	Safe Routes to School Program	\$ 4,000,000	-	\$ -
7	SSF	Junipero Serra/Hickey Boulevard/Longford Drive Bicycle & Pedestrian Improvements	\$ 4,500,000	Grant Management Assoc.	\$ 18,687
8	Belmont	Ruth Avenue, Malcolm Avenue and North Road Improvement Project	\$ 2,000,000	-	\$ -
9	Atherton	Selby Lane Intersection and Bikeway Improvements - El Camino Real to Selby Lane	\$ 2,500,000	-	\$ -
10	Brisbane	Crocker Trail Lighting	\$ 600,000	-	\$ -
11	SSF	New Traffic Signal at the Intersection of Chestnut and Commercial Avenues	\$ 650,000	-	\$ -
Total in GW-TAP Consultant Services					\$ 88,130
Grant Management Assoc.					\$ 49,130
Gray-Bowen-Scott					\$ 39,000
not recommended for GW-TAP services					

RESOLUTION 18-33

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY APPROVING THE PROJECT LIST FOR ON-CALL CONSULTANT SERVICES UNDER THE GRANT WRITING TECHNICAL ASSISTANCE PROGRAM (GW-TAP) FOR THE ACTIVE TRANSPORTATION PROGRAM CYCLE 4 (ATP CYCLE 4) AND AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO ISSUE TASK ORDERS WITH GRANT MANAGEMENT ASSOCIATES FOR \$49,130 AND GRAY-BOWEN-SCOTT FOR \$39,000 IN A CUMMULATIVE AMOUNT NOT TO EXCEED \$88,130.

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, C/CAG is the Congestion Management Agency for San Mateo County, and

WHEREAS, C/CAG approved Resolution 18-22 approving the Grant Writing Technical Assistance Program (GW-TAP) and authorizing the C/CAG Chair to execute agreements with Dudek, Grant Management Associates, and Gray-Bowen-Scott to provide on-call grant writing services for the technical assistance program to assist C/CAG and its 21 member agencies for two-year terms in a cumulative amount not to exceed \$200,000, and

WHEREAS, C/CAG staff issued a Call for Interest soliciting letters of interest from its 21 member agencies for GW-TAP services for the ATP Cycle 4 program and seven cities submitted 11 letters of interest in response to the call for interest, all of which were competitively scored by a panel; and

WHEREAS, the scoring panel recommended funding six (6) projects from the cities of Atherton, Belmont, Burlingame, Millbrae, San Mateo, and South San Francisco to receive GW-TAP funds for a cumulative amount not to exceed \$88,130, and

WHEREAS, Grant Management Associates was assigned three (3) three projects totaling \$49,130 and Gray-Bowen-Scott was assigned three projects totaling \$39,000 and, as shown in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County approving recommended project list for on-call consultant services under the Grant Writing Technical Assistance Program (GW-TAP) for the Active Transportation Program Cycle 4 (ATP Cycle 4) and authorizing the C/CAG Executive Director to issue a task orders with Grant Management Associates for \$49,130 and Gray-Bowen-Scott for \$39,000 in a cumulative amount not to exceed \$88,130.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF JUNE 2018.

Maryann Moise Derwin, Chair

EXHIBIT A

Project List for GW-TAP On-call Consultant Services for ATP Cycle 4			
Jurisdiction	Project Title	Consultant Assignment	Cost Proposal
Atherton	Atherton Avenue Class II Bicycle Lane ECR to Alameda De Las Pulgas	Grant Management Assoc.	\$ 17,408
Belmont	Ralston Avenue Corridor Improvements-Segment 4	Grant Management Assoc.	\$ 13,035
SSF	Junipero Serra/Hickey Boulevard/Longford Drive Bicycle & Pedestrian Improvements	Grant Management Assoc.	\$ 18,687
San Mateo	Hillsdale/US-101 Pedestrian Bicycle Bridge	Gray-Bowen-Scott	\$ 15,000
Millbrae	Millbrae Avenue Pedestrian Overcrossing	Gray-Bowen-Scott	\$ 9,000
Burlingame	School Area Pedestrian Enhancement Project	Gray-Bowen-Scott	\$ 15,000
Total in GW-TAP Consultant Services			\$ 88,130
		Grant Management Assoc.	\$ 49,130
		Gray-Bowen-Scott	\$ 39,000

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-35 authorizing the C/CAG Chair to execute Amendment No. 6 to the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$88,200 for Fiscal Year 2018-19.

(For further information or questions, contact Sandy Wong at 650-599-1409)

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 18-35 authorizing the C/CAG Chair to execute Amendment No. 6 to the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$88,200 for FY 2018-19.

FISCAL IMPACT

A total of \$88,200 for FY 2018-19. It is included in the proposed C/CAG budget for FY 2018-19.

SOURCE OF FUNDS

Member assessments, parcel fee, motor vehicle fee, and State/ Federal Transportation Funds.

BACKGROUND

The City of San Carlos is the Financial Agent for C/CAG. C/CAG annually negotiates a fee for these services. On June 14, 2012, C/CAG Board approved Resolution 12-42 authorizing the Chair to execute the agreement between C/CAG and City of San Carlos to provide financial services to C/CAG in an amount of \$73,600 for fiscal year 2012-13. On June 13, 2013, C/CAG Board approved Resolution 13-16 authorizing the Chair to execute Amendment No. 1 to said agreement in an amount of \$75,366 for fiscal year 2013-14. Amendment No. 1 also included additional language regarding background check for Management personnel. On May 8, 2014, C/CAG Board approved Resolution 14-10 authorizing Amendment No. 2 in an amount of \$77,700 for fiscal year 2014-15. On May 14, 2015, C/CAG Board approved Resolution 15-18 authorizing Amendment No. 3 in an amount of \$80,430 for fiscal year 2015-16. That amendment included the additional effort to implement Government Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions*. On May 12, 2016, CCAG Board approved Resolution 16-06 authorizing Amendment No. 4 in an amount of \$82,440 for fiscal year 2016-17. On June 8, 2017, CCAG Board approved Resolution 17-25 authorizing Amendment No. 5 in an amount of \$85,000 for fiscal year 2017-18.

Financial services include activities such as maintaining bank and investment accounts, implementing internal financial controls, paying vendors and project sponsors, managing receivables, investing surplus cash, reporting, managing audit processes, etc. A high level of service has been achieved by the City of San Carlos. All reports were provided on a timely basis. Additionally, the City of San Carlos staff has been very responsive to requests from C/CAG staff.

City of San Carlos has updated the cost of services to ensure full recovery of costs for services. It is proposed, as part of Amendment No. 6, the fee for regular financial services for fiscal year 2018-19 be \$88,200. In addition, City will be reimbursed by C/CAG for other services and special projects, as requested by C/CAG, at the fully burdened hourly rate of \$173 per hour.

The cost for bank fees, storage, postage, as well as costs for audit services are not included in the original agreement or any amendment. Those costs are billed separately.

ATTACHMENTS

1. Resolution 18-35
2. Amendment No. 6 to the agreement between C/CAG and the City of San Carlos to provide financial services.

RESOLUTION 18-35

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 5 TO THE AGREEMENT BETWEEN C/CAG AND THE CITY OF SAN CARLOS TO PROVIDE FINANCIAL SERVICES TO C/CAG FOR A TOTAL OF \$88,200 FOR FY 2018-19

WHEREAS, the City/County Association of Governments (C/CAG) of San Mateo County is a Joint Powers Authority created by the Cities and the County; and,

WHEREAS, C/CAG utilizes the services of its member agencies in order to minimize staff and cost; and,

WHEREAS, the City of San Carlos has been designated as the C/CAG Financial Agent; and,

WHEREAS, C/CAG Resolution 12-42 (June 14, 2012) authorized the Chair to execute an agreement between C/CAG and City of San Carlos to provide financial services to C/CAG in an amount of \$73,000 for fiscal year 2012-13; and,

WHEREAS, C/CAG has executed the following amendments to said agreement for City of San Carlos to provide financial services to C/CAG; and

Amendment No. 1, \$75,366 for FY 13-14, approved by Resolution 13-16 (June 13, 2013); and
Amendment No. 2, \$77,700 for FY 14-15, approved by Resolution 14-10 (May 8, 2014); and
Amendment No. 3, \$80,430 for FY 15-16, approved by Resolution 15-18 (May 14, 2015); and
Amendment No. 4, \$82,440 for FY 16-17, approved by Resolution 16-06 (May 12, 2016); and
Amendment No. 5, \$85,000 for FY 17-18, approved by Resolution 17-25 (June 7, 2017); and

WHEREAS, the City of San Carlos has proposed a fee of \$88,200 for the financial services for fiscal year 2018-19; and,

WHEREAS, C/CAG and the City of San Carlos wish to set forth the terms and conditions, funding, and scope of work for the financial services as provided in Amendment No. 6.

THEREFORE BE IT RESOLVED NOW, by the Board of Directors of the City/County Association of Governments of San Mateo County authorizing the Chair to execute Amendment No. 6 to the Financial Service Agreement for fiscal year 2018-19 between the City of San Carlos and C/CAG in an amount not to exceed \$88,200.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF JUNE 2018.

Maryann Moise Derwin, Chair

AMENDMENT No. 6

AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE CITY OF SAN CARLOS AND CITY COUNTY ASSOCIATION of GOVERNMENTS

This Sixth Amendment to the Agreement for Professional Services is made and entered into as of July 1, 2018, by and between the City of San Carlos, hereinafter referred to as "CITY" and the City County Association of Governments, hereinafter referred to as "C/CAG".

WITNESSETH:

WHEREAS, on June 14, 2012, the City and C/CAG entered into an agreement for the performance of the agreed financial services by the City's Administrative Services Department through the Finance Division (the "Original Agreement"); and

WHEREAS, on July 1, 2013, the City and C/CAG executed Amendment One to the Agreement which adjusted the compensation, added background check requirement for certain City employees providing financial services to C/CAG, amended scope of services to include City serving as C/CAG's Controller with duties limited to making or contracting for an annual audit, and amending Notice delivery to Sandy Wong; and

WHEREAS, on July 1, 2014, the City and C/CAG executed Amendment Two to the Agreement which adjusted the compensation; and

WHEREAS, on July 1, 2015, the City and C/CAG executed Amendment Three to the Agreement which adjusted the compensation; and

WHEREAS, on July 1, 2016, the City and C/CAG executed Amendment Four to the Agreement which adjusted the compensation

WHEREAS, on July 1, 2017, the City and C/CAG executed Amendment Five to the Agreement which adjusted the compensation; and

WHEREAS, pursuant to Section B.3 set forth in Exhibit A of the original agreement, the City will provide financial services to C/CAG for a fixed annual fee and this fixed fee will be adjusted on an annual basis; and

WHEREAS, pursuant to Section B.6 set forth in Exhibit A of the original agreement, the City will bill an hourly rate excluding expenses for other services and special projects, and this rate should be adjusted annually based on the fully burdened hourly rate set for the fiscal year; and

WHEREAS, both parties now wish to amend that section of the Professional Services Agreement.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

1. C/CAG agrees to reimburse CITY for Financial Services. The fixed annual fee for FY 2019 (July 1, 2018 to June 30, 2019) will be adjusted from \$85,000 to \$88,200.
2. C/CAG agrees to reimburse CITY for other services and special projects. The fully burdened hourly rate for FY 2019 (July 1, 2018 to June 30, 2019) will be adjusted to \$173 per hour. Expenses are excluded from this rate and will be billed separately.
3. All other terms of the Original Agreement and Amendment One remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this amendment to the Original Agreement between C/CAG and the City of San Carlos to be executed effective as of the date first above written.

CITY OF SAN CARLOS

DATE: _____

Jeff Maltbie, City Manager

C/CAG

DATE: _____

Maryann Moise Derwin, Chair

APPROVED AS TO FORM

DATE: _____

Gregory J Rubens, City Attorney

APPROVED AS TO FORM

DATE: _____

C/CAG Legal Counsel

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-36 authorizing the C/CAG Chair to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2018-19 in an amount not to exceed \$87,500.

(For further information or questions, contact Susy Kalkin at 650 599-1467)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 18-36 authorizing the C/CAG Chair to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2018-19, in an amount not to exceed \$87,500.

FISCAL IMPACT

\$87,500 has been included in the proposed FY 2018-19 C/CAG Budget.

SOURCE OF FUNDS

The funding source for this program is C/CAG Congestion Relief Plan Funds – Linking Housing with Transportation.

BACKGROUND

Beginning in FY2005-06, C/CAG has programmed funds to support various activities that address the linkage between housing and transportation. Over these years, the Board has reviewed and approved staff proposals for housing/transportation-related activities in four broad areas: policy leadership; promotion of housing in transit corridors; cost-effective responses to State regulatory mandates; and local funding to meeting housing goals. The intent of all the proposed programs is to provide tools, technical support and financial incentives to help member jurisdictions plan and produce housing in transit corridors, downtowns, station areas and El Camino Real of types and densities that support frequent mass transit and reduce climate impact while strengthening local neighborhoods and the regional economy.

In 2005, C/CAG championed an amendment of State law related to Housing Elements to enable formation of county-level subregions to allocate planned housing growth. And, since 2006, C/CAG and the County Department of Housing (DOH) have co-sponsored the 21 Elements project through which all jurisdictions in San Mateo County cooperate to update their respective Housing Elements and share information on housing policies and programs. The 21 Elements project has proceeded through several phases, with the following notable accomplishments:

- Conducted the Sub-Regional Housing Needs Allocation process (2006–08);
- Provided technical assistance and shared resources to jurisdictions to assist with Housing Element preparation (2007– 09);
- Assisted with implementation of jurisdictions’ Housing Element action plans (2009– 11);
- Negotiated a streamlined pre-qualification process with State HCD and participated in the Sustainable Communities Strategy development process (2011–12);
- Conducted the Sub-Regional Housing Needs Allocation for a new cycle (2012– 13);
- Helped jurisdictions meet deadlines for the 2015-2022 Housing Element update cycle (2013– 15);
- Coordinated a county-wide Nexus Study associated with potential residential and commercial impact fee ordinances (2014-15);
- Produced technical (design and process) and promotional materials for Second Units (in coordination with Home For All) (2017-2018);
- Summarized housing legislative initiatives to keep local jurisdictions informed about progress on key bills (2017-2018)
- Coordinated transportation/housing related funding efforts, including Affordable Housing Sustainable Communities grants (AHSC), to assist jurisdictions to better understand and utilize the AHSC funding program (Cap & Trade) - current.

Additional measures supported by C/CAG through the years have included the Transit Oriented Development Housing Incentive Program and the Grand Boulevard Multimodal Transportation Corridor Plan.

The proposed scope of work for the coming fiscal year includes continued support of many of the efforts noted above, as well as some new items. The following is a list of generalized topics:

- Accessory Dwelling Units (ADUs)
- Displacement
- Short-Term Vacation Rentals
- Nexus Study Implementation
- Inclusionary Ordinance Modifications
- Senior and Special Needs Housing
- Informational and Outreach Materials
- Special Projects (Transportation, RHNA Sharing, AHSC Funding, etc.)
- 21 Elements Meetings, Support and Coordination with Other Activities Related to Housing

The 21 Elements project is a cost-effective countywide work program that assists all jurisdictions to implement Housing Elements and develop effective on-going housing implementation policies and programs. In past years, C/CAG and the San Mateo County Department of Housing (DoH) have been co-funding the 21 Elements project, with DoH acting as the lead agency in managing the consultant contract. Staff recommends the continuation of this cooperative partnership to support the 21 Elements Project in FY 2018/19, including a contribution by C/CAG of a not to exceed amount of \$87,500, which is the same as was provided in FY 2017-18,

ATTACHMENTS

1. Resolution 18-36
2. Cooperation Agreement between C/CAG and San Mateo County Department of Housing

RESOLUTION 18-36

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE A COOPERATIVE AGREEMENT WITH THE SAN MATEO COUNTY DEPARTMENT OF HOUSING FOR A JOINT WORKPLAN FOR HOUSING-RELATED ACTIVITIES FOR FY 2018/19 IN AN AMOUNT NOT TO EXCEED \$87,500.

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG); that,

WHEREAS, C/CAG has taken a leadership role in conducting or sponsoring countywide projects related to the housing/transportation/land-use; and

WHEREAS, C/CAG and the San Mateo County Department of Housing (DoH) have coordinated workplans on these and other housing-related activities, and DoH has served as project manager for the 21 Elements projects; and

WHEREAS, the 21 Elements project will enable C/CAG's member jurisdictions to meet State Housing Element annual reporting requirements in a more timely and cost-effective manner; and

WHEREAS, C/CAG has budgeted \$87,500 in funds to continue to sponsor the 21 Elements Project in FY2018-19 to assist all member jurisdictions to implement Housing Elements and develop effective on-going housing implementation policies and programs, and to continue collaboration with County of San Mateo Department of Housing on a cost-saving countywide cooperative work program.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County to authorize the C/CAG Chair to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 18-19 in an amount not to exceed \$87,500, and further authorize the Executive Director to negotiate final terms prior to execution by the Chair, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF JUNE 2018.

Maryann Moise Derwin, Chair

**COOPERATIVE AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY
AND SAN MATEO COUNTY (DEPARTMENT OF HOUSING)**

This Cooperative Agreement, effective as of July 1, 2018, is by and between the City/County Association of Governments of San Mateo County, a joint powers agency hereinafter called "C/CAG" and the County of San Mateo, by and through its Department of Housing, hereinafter called "DoH".

W I T N E S S E T H

Whereas, for more than fifteen years C/CAG has taken a leadership role in conducting or sponsoring countywide projects related to the housing/transportation/land-use nexus, including the 21 Elements project through which all C/CAG member jurisdictions cooperated to meet State Housing Element update requirements in a more timely and cost-effective manner and share "best practices" around housing and transit-oriented development; and

Whereas, C/CAG and the San Mateo County Department of Housing (DoH) have coordinated workplans on, among others, the 21 Elements Project (the "21 Elements Project"); and

Whereas, DoH has already entered into two multi-year contracts with Baird + Driskell Community Planning to conduct the 21 Elements Project: the first, executed on November 1, 2012, was a three-year contract in the amount of \$400,000, which was amended on September 17, 2013 to increase to the not-to-exceed amount of \$499,870; and the second, executed on June 16, 2015, was a two-year contract for FY's 2015-16 and 2016-17 for the not-to-exceed amount of \$400,000, of which DoH agreed to contribute \$87,500 in each of fiscal years 2015-16 and 2016-17; and

Whereas, C/CAG contributed \$125,000 per year in fiscal years 2012-13 and 2013-14, \$70,000 in fiscal year 2014-15, and \$87,500 per year in fiscal years 2015-16 and 2016-17 to sponsor the 21 Elements Project; and

Whereas, C/CAG contributed \$87,500 to sponsor the first year of DoH's FY 2017-19 contract with Baird + Driskell for the 21 Elements Project (the "Contract") and wishes to continue to partner with DoH for the second year of the Contract; and

Whereas, C/CAG now desires to program \$87,500 of "Congestion Relief Plan—Linking Housing with Transportation" funds to continue to sponsor the 21 Elements Project in FY 2018-19.

NOW, THEREFORE, IT IS HEREBY AGREED by the parties as follows:

21 Elements Summary Scope of Work Plan

2017-2019

1.0 ACCESSORY DWELLING UNITS

- 1.1 **Conduct ADU Focus Groups** — Attend and/or conduct focus group meetings of the following stakeholders: (1) people interested in building ADUs; (2) architects, designers and builders of ADUs; and, (3) representatives of jurisdiction planning staff. Discuss essential materials, areas of friction and other ways assistance can be provided in a useful way. Prepare summary of findings for use with ADU products. (Summer 2017)
- 1.2 **Produce Design and Process Manual for ADUs** — Complete a Design and Process Manual to guide homeowners from initial interest to construction. Can be tailored with jurisdiction specific information. Link the Design and Process Manual with the ADU Web Portal and other ADU products. (Fall 2017-Spring 2018)
- 1.3 **Launch Accessory Dwelling Unit Web Portal** — Build a website that serves as a central information hub for members of the public who want to build ADUs. Include information on regulations, costs, rents, etc. (Winter 2017/2018)
- 1.4 **Produce ADU Picture Book** — Contact homeowners with ADUs and ask them to share photos and stories. Collect material on the Web Portal and in a printed brochure. (Fall 2017)
- 1.5 **Develop ADU Amnesty Implementation Materials** — Produce materials that will allow jurisdictions to understand the key steps and regulatory options for developing an ADU Amnesty program. (Spring 2019)
- 1.6 **ADU Friction**—Assist jurisdictions with reducing friction between homeowners interested in building ADUs and their local Planning Departments. (Spring 2019)
- 1.7 **Undertake Additional ADU Tasks/Products** — 21 Elements will undertake a number of other tasks to support the creation of ADUs, such as conducting surveys of fees. Potentially produce ministerial design review guidelines, an ADU awards program, etc. (Ongoing)

2.0 SHORT-TERM VACATION RENTALS

- 2.1 **Explore Countywide/Jurisdiction Specific Vacation Rental Regulatory Framework** — If there is sufficient interest, develop a regulatory framework for cities that are interested in jointly regulating short term vacation rentals. The system would allow individual cities to tailor their own regulations within a central framework. (Spring 2018)

3.0 DISPLACEMENT

- 3.1 **Produce Additional Displacement Products** — Work with individual jurisdictions to assist in producing materials to support community discussions about tenant displacement and to identify policy options to address local issues and concerns. Consider other products. (Ongoing)
- 3.2 **Summarize and Publicize Local Efforts** — Summarize different policy approaches that jurisdictions are using to address lower and moderate-income tenant displacement. This could include surveys, fact sheets and a webinar. (Spring 2018)

4.0 SPECIAL NEEDS

- 4.1 **Conduct Senior Housing Planning** — Convene a work group to discuss options for meeting the growing needs for Senior Housing. Include information about universal design. (Spring 2019)
- 4.2 **Conduct Housing for People Living with Disabilities Planning** — Convene a work group to discuss options for meeting the needs for People Living with Disabilities Housing. Use information gathered through the Assessment of Fair Housing. (Spring 2019)

5.0 INFORMATION RESOURCES

- 5.1 **Produce New Trends and Methods Material** — Produce background material on the latest trends in modular, pre-fab and micro-units, including case studies. Host a webinar on the topic. Focus on what jurisdictions need to know to work with new technologies (e.g. how do you do inspections with modular). (Winter2018-Spring 2019)
- 5.2 **Produce By-right Development Material** — Produce case study and webinar highlighting accomplishments. Identify if other products will be useful. (Winter2018-Spring 2019)
- 5.3 **Produce Affordable Housing Overlay Zone Material** — Produce case study and webinar highlighting accomplishments. Identify if other products will be useful. (Winter 2018- Spring 2019)

6.0 NEXUS STUDY — IMPACT FEES

- 6.1 **Conduct Impact Fee Implementation Surveys** — Conduct quarterly survey of jurisdiction implementation status. (Ongoing, with an annual report)
- 6.2 **Facilitate Meeting Impact Fee Reporting Requirements** — Produce material to help cities complete five-year reports. Assist jurisdictions in completing annual reports. (Summer 2018-Spring 2019)
- 6.3 **Update Summary of Impact Fee Policies** — Update 21 Elements' summary of inclusionary zoning and impact fee policies for San Mateo, Santa Clara and Alameda County. Identify how much money has been collected and what the money was used for. (Twice a year)
- 6.4 **Respond to Speaker Requests on Impact Fees** — Present at meetings as requested by cities. (Ongoing)

7.0 INFORMATIONAL/OUTREACH MATERIALS

- 7.1 **Produce County Trends Report** — Produce a summary of housing trends in the county. Information will include housing units produced or proposed, impact fee collected and new policies passed. (Spring 2019)
- 7.2 **Summarize Legislative Initiatives** — Produce an annual report that summarizes bills related to housing. Keep stakeholders informed about progress on key bills. (Summaries in March 2018 and March 2019, then ongoing)
- 7.3 **Conduct Business Community Outreach** — Work with the Chamber of Commerce, SAMCEDA and Home for All to organize the business community to support new housing. (Ongoing)
- 7.4 **Support Decision Maker Events** — Coordinate with Home for All and Housing Leadership Council to educate decision makers about housing issues. (Twice a year, during housing leadership day and affordable housing week)
- 7.5 **Support Community Development Directors Meetings** — Continue to support a regular meeting of Community Development Directors to discuss housing and related topics. (Ongoing)

8.0 TRANSPORTATION AND HOUSING

- 8.1 **Update Parking Policies Summary** — Update summary on parking policies for jurisdictions. (Fall 2018)
- 8.2 **Assist with AHSC White Paper** — Assist with white paper on better positioning the county to receive AHSC funding. (Summer/Fall 2017)
- 8.3 **Host AHSC Lessons Learned Meeting** — Host a follow up meeting to discuss lessons learned and develop an action plan to improve the chances of receiving AHSC funding. (Summer 2017)

- 8.4 **Educate Planners about Transportation Issues** – Host speakers and produce material to ensure that housing staff understand relevant transportation issues. (Annual)
- 8.5 **Assist C/CAG with Additional Projects** – As needed, assist C/CAG staff with projects such as collecting data, conducting outreach, etc. (Ongoing)

9.0 OTHER TASKS

- 9.1 **Support Automation of Reporting Requirements** — Support work to automate the housing production reporting process. (Ongoing)
- 9.2 **Host RHNA Sharing Follow up** — Work with stakeholders to develop policy proposals to facilitate sharing of resources and trading of RHNA. (Spring 2019)

10.0 21 ELEMENTS WEBSITE, MEETINGS AND OTHER TASKS

- 10.1 **Facilitate 21 Elements Meetings** — Conduct 21 Elements meetings every three to four months. (Ongoing)
- 10.2 **Upgrade Website** — Reorganize the 21 Elements website to make it easier to find material and align topics with other county initiatives. (Winter 2019)
- 10.3 **Conduct Organizational Development** — Update contact list, manage day-to-day operations, etc. (Ongoing)
- 10.4 **Update Stakeholder List** — Update 21 Element's housing stakeholder list. (Annual)
- 10.5 **Respond to Other Requests** (Ongoing)

11.0 COORDINATE WITH HOME FOR ALL

- 11.1 **Attend Home for All Meetings** — Attend Policy and Legislative Work Group and Steering Committee meetings. (Ongoing)
- 11.2 **Assist with Other Home for All Tasks** — Assist Home for All in implementing their work plans. (Ongoing)

12.0 NEW STATE HOUSING LAWS

- 12.1 **Host Webinars**—Convene webinars on the following topics: Early Implementers (cities that have already started implementing the new state laws); Objective design standards (Spring 2018- Summer 2019)
- 12.2 **Produce Material on New State Laws**—Produce handouts for elected officials and residents summarizing new state laws. (Spring 2018- Summer 2019)
- 12.3 **Best Practices Library**—Develop and propagate to jurisdictions a Best Practices and Great Examples Library which focuses on potential ways

to express policies in an objective standard. (Spring 2018- Summer 2019)

- 12.4 **Technical Assistance**—Provide technical assistance to jurisdictions related to new state housing laws, with particular attention to Senate Bill 35 and the Housing Accountability Act. (Spring 2018- Summer 2019)

**Please note that Section 12 above is a draft work scope for New State Housing Laws, which is still in development.*

Date: June 14, 2018

TO: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: *Accept the Actuarial Valuation of Other Post-Employment Benefit Programs (OPEB) of as of July 1, 2017* and approval of Resolution 18-37 authorizing the prefunding of OPEB in an amount of \$44,631 for Fiscal Year 2017-18 through the California Employers’ Retiree Benefit Trust Program (CERBT) of CalPERS.

(For further information or questions, contact Sandy Wong at 650-599-1409)

RECOMMENDATION:

That the C/CAG Board accept the *Actuarial Valuation of Other Post-Employment Benefit Programs (OPEB) of as of July 1, 2017* and approve Resolution 18-37 authorizing the prefunding of OPEB in an amount of \$44,631 for Fiscal Year 2017-18 through the California Employers’ Retiree Benefit Trust Program (CERBT) of CalPERS.

FISCAL IMPACT:

Prefunding OPEB for fiscal year 2017-18 is estimated at \$44,631.

SOURCE OF FUNDS:

Funding sources for C/CAG OPEB comes from various C/CAG funds similar to those funds for C/CAG employee salaries and benefits.

BACKGROUND:

Governmental Accounting Standards Board (GASB) Statement No. 75, Accounting and Financial Reporting for Post-Employment Benefits Other Than Pensions (OPEB), addresses accounting and financial reporting for OPEB that provides to employees of state and local governmental employers. It establishes standards for recognizing and measuring such liabilities. GASB 75 replaces GASB 45.

C/CAG provides post-employment benefit in the form of health insurance for retirees. In 2012, in response to GASB 45, C/CAG engaged Bickmore Risk Management Consulting to prepare the “*Actuarial Valuation of the Other Post-Employment Benefit Programs as of July 1, 2012*” for fiscal years ending June 30, 2014 and June 30, 2015. Further, that actuarial valuation was updated in June 2016 for fiscal years ending June 30, 2016 and June 30, 2017.

In March 2018, in response to GASB 75, staff engaged Bickmore Risk Management Consulting to prepare two documents:

- A) *Actuarial Valuation of Other Post-Employment Benefit Programs (OPEB) of as of July 1, 2018.*
- B) *Other Post-Employment Benefit Programs GASB 75 Actuarial Report for Fiscal Year Ending June 30, 2018.*

Data provided in the above two documents are essentially the same, but formats are different to satisfy different needs. The first document is for OPEB funding contributions, while the second one is for reporting liabilities. The Actuarial Valuation estimates the C/CAG contribution to OPEB for fiscal year 2017-18 to be \$44,631.

On June 11, 2015, the C/CAG Board adopted Resolution 15-33 authorizing an agreement and election of C/CAG to prefund OPEB through CalPERS – California Employers’ Retiree Benefit Trust Program (CERBT). At that meeting, the C/CAG Board also approved a funding policy in an amount of \$30,000 to cover the Annual Required Contribution (ARC) as initial investment into the CERBT trust and selected Asset Allocation Strategy 2 for FY 2014-15.

In June 2016, C/CAG Board adopted Resolution 16-21 authorizing the prefunding of OPEB through CalPERS in an amount of \$27,000 for FY 2015-16.

In June 2017, C/CAG Board adopted Resolution 17-26 authorizing the prefunding of OPEB through CalPERS in an amount of \$25,000 for FY 2016-17.

Fiscal year ending	June 30, 2016	June 30, 2017	June 30, 2018 (recommended)
Actuarially Determined Contribution (ADC)	\$50,790	\$51,348	\$54,162
Employer paid benefit in that year	\$16,383	\$17,714	\$8,927
Current year’s implicit subsidy credit	\$8,341	\$9,382	\$604
Contribution to OPEB Trust	\$27,000	\$25,000	\$44,631 (see Note 2)

Definition: Actuarially Determined Contribution (ADC), formerly known as Annually Required Contribution (ARC).

As shown in the above table, while the ADC goes up gradually over the three years, the “Employer paid benefit in that year” and the “Current year’s implicit subsidy credit” dropped substantially for fiscal year ending June 30, 2018 due to the two C/CAG retirees (former Executive Director and former Administrative Assistant) became Medicare eligible. As a result, the “Contribution to OPEB Trust” for fiscal year ending June 30, 2018 (\$44,631) is substantially higher than the past years.

The CERBT Fund of CalPERS is a multiple-employer OPEB trust fund and has a fiduciary responsibility for financial reporting in accordance to the Governmental Accounting Standards Statement (GASB) No. 74. C/CAG is required to submit a renewal OPEB Valuation to update the financial status of OPEB no later than June 30, 2018.

Funds deposited into an irrevocable trust may only be used to pay retiree medical benefits. However, should C/CAG stop prefunding retiree medical benefits, it may withdraw funds from the trust, as needed, to pay retiree medical benefits. Also, if C/CAG were ever able to completely extinguish its retiree medical liability, any funds remaining in the trust would be returned to C/CAG.

At the May 23, 2018 meeting, the C/CAG Finance Committee recommended prefunding OPEB in an amount of \$44,631 for fiscal year 2017-18. The Committee further directed staff to study the option of fully prefunding OPEB liabilities for future consideration.

ATTACHMENTS

1. Resolution 18-37.
2. C/CAG Other Post-Employment Benefit (OPEB) Actuarial Valuation as of June 30, 2017 Available at: <http://ccag.ca.gov/committees/board-of-directors/>

RESOLUTION 18-37

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE PREFUNDING OF OTHER POST EMPLOYMENT BENEFITS (OPEB) THROUGH THE CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST PROGRAM (CERBT) OF CALPERS FOR FISCAL YEAR 2017-18 IN AN AMOUNT OF \$44,631

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that,

WHEREAS, CalPERS, C/CAG's retirement system, has a trust program to receive and invest contributions made to fund other post-employment benefits (OPEB); and

WHEREAS, C/CAG has established an OPEB trust via the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS for retiree medical benefits, approved by C/CAG Resolution 15-33 on June 11, 2015; and

WHEREAS, C/CAG has deposited \$30,000 in the CalPERS trust (CERBT) in June 2015; and

WHEREAS, C/CAG has deposited \$27,000 in the CalPERS trust (CERBT) in June 2016; and

WHEREAS, C/CAG has deposited \$25,000 in the CalPERS trust (CERBT) in June 2017; and

WHEREAS, C/CAG is interested in prefunding the calculated Actuarially Determined Contribution (ADC) for fiscal year 2017-18 in the amount of \$44,631 in the CalPERS trust.

NOW, THEREFORE, BE IT RESOLVED that the City/County Association of Governments of San Mateo County (C/CAG) Board of Directors authorize prefunding its Other Post Employment Benefits (OPEB) for fiscal year 2017-18 through CERBT of CalPERS in an amount of \$44,631.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF JUNE 2018.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: June 16, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-38 authorizing the C/CAG Chair to execute Amendment No. 1 with Life Cycle Associates to provide Alternative Fuel Readiness Plan Outreach Support in an amount of \$40,000 and extension for two years.

(For further information or questions, contact John Hoang at 650-363-4105)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 18-38 authorizing the C/CAG Chair to execute Amendment No. 1 with Life Cycle Associates to provide Alternative Fuel Readiness Plan Outreach Support in an amount of \$40,000 and extension for two years.

FISCAL IMPACT

Amendment No. 1 will add \$40,000 for a new contract amount of \$78,960.

SOURCE OF FUNDS

Congestion Relief Plan

BACKGROUND

In February 2016, the C/CAG Board approved the Alternative Fuel Readiness Plan for San Mateo County (Plan). The purpose of the Plan, which was funded by a grant from the California Energy Commission combined with in-kind match from C/CAG, is to prepare San Mateo County jurisdictions for the commercialization of alternative transportation fuels (electric, hydrogen, biofuels, propane, and natural gas) in the marketplace and serve as a resource for public agencies with information on permitting, deploying alternative fuel infrastructure, training personnel, and promoting increased use of alternative fuel vehicles.

To promote the Plan and maximize its benefits and impacts to the 20 cities and the County of San Mateo, C/CAG staff proposes follow up activities including presenting the Plan to city councils, providing assistance to city staff with implementing strategies and initiatives recommended by the Plan, and providing staff assistance with identifying funding opportunities and assist with compiling applications. As local jurisdictions are faced with the implementation of alternative fuels options, the jurisdictions will benefit from developing a better understanding of alternative fuel requirements, local alternative fuel implications, as well the ability to respond to grant opportunities.

In May 2016, the Board approved Resolution 16-09 authorizing an agreement with Life Cycle Associates (LCA), the consultant which assisted in development of the Plan, to provide these services to support the jurisdictions for \$38,960 over two year, ending June 30, 2018.

The LCA team performed exceptionally in the development of the Plan and therefore, in addition to presenting the Plan to respective city councils, will be able to offer their expert knowledge with alternative fuels to the jurisdictions to help identify solutions and resources targeted to the specific jurisdiction's needs. Over the past two years, LCA have assisted C/CAG with pursuing different grants including from the Department of Energy, California Energy Commission, and the VW Settlement Grant opportunities. Also, LCA assisted the City of Belmont with the development of an Electric Vehicle Charging Station Siting Plan as well as presented at city councils.

Similar to the original Agreement with LCA, the proposed Amendment No. 1 will include budget for providing: 1) presentations of the Plan to the 21 jurisdictions, 2) one-on-one consultation with city/County staff on alternative fuels readiness planning, 3) as needed support in identifying grant opportunities and development of effective applications for funds, and 4) support efforts to develop public/private partnerships with alternative fuel infrastructure. Amendment No. 1 will add another \$40,000 to the original \$38,960 for a new contract total of \$78,960. Unspent budget from the original agreement will roll over to the Amendment No. 1 and be made available. In addition, Amendment No. 1 will extend the contract for an addition two year, to June 30, 2020, to allow sufficient time for coordination with the jurisdictions as it is anticipated that more activities and opportunities regarding alternative fuel vehicles and infrastructures will occur during the next two years.

ATTACHMENTS

1. Resolution 18-38
2. Amendment No. 1 with Life Cycle Associates

RESOLUTION 18-38

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO
EXECUTE AMENDMENT NO. 1 WITH LIFE CYCLE ASSOCIATES TO PROVIDE
ALTERNATIVE FUEL READINESS PLAN OUTREACH SUPPORT IN AN AMOUNT
OF \$40,000 AND EXTENSION FOR TWO YEARS**

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, the C/CAG Board approved the Alternative Fuel Readiness Plan for San Mateo County (AFRP) on February 11, 2016; and

WHEREAS, the Plan serve as a resource for public agencies with information on permitting, deploying alternative fuel infrastructure, training personnel, and promoting increased use of alternative fuel vehicles; and

WHEREAS, C/CAG desires to put the AFRP into action by providing assistance to the 20 cities and the County to present the AFRP to councils, and provide consultation services and grant application support to agency staff; and

WHEREAS, C/CAG, through a competitive procurement process, entered into agreement with Life Cycle Associates (LCA) to assist with development of the AFRP and based on positive performance, Per Resolution 16-09, C/CAG retained LCA's services for a follow up 2-Year Outreach Support contract in an amount of \$38,960 in May 2016; and

WHEREAS, C/CAG intends to retain LCA for another 2-Year Outreach Support contract through Amendment No. 1 by adding an additional \$40,000 and a two years extension for a new contract amount of \$78,960, expiring in June 30, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Chair is authorized to enter into an agreement with the Life Cycle Associates for \$40,000 and extension for two years to provide Alternative Fuel Readiness Plan Outreach Support and further authorize the Executive Director to negotiate the final terms subject to counsel approval. This agreement shall be in a form approved by C/CAG legal counsel.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF JUNE, 2018.

Maryann Moise Derwin, Chair

**AMENDMENT NO. 1 TO THE AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
LIFE CYCLE ASSOCIATES, LLC**

WHEREAS, the City/County Association of Governments for San Mateo County (hereinafter referred to as "C/CAG") and Life Cycle Associates, LLC, (hereinafter referred to as "Consultant") are parties to an Agreement originally dated May 12, 2016, for consultant to provide assistance to C/CAG and member agencies for implementation of Alternative Fuel Readiness Plan (the "Agreement"); and

WHEREAS, the cost in the original Agreement was in the amount of \$38,960 with a completion date of June 30, 2018; and

WHEREAS, over the past two years, Consultant has provided support to C/CAG and the member agencies in the form of council presentations, consultation on alternate fuel planning, and grant assistance in association with the Alternative Fuel Readiness Plan; and

WHEREAS, C/CAG has determined that Consultant's expertise and services are needed to continue to assist C/CAG and member agencies; and

WHEREAS, C/CAG shall add \$40,000 to the original contract amount for a new total amount of \$78,960; and

WHEREAS, C/CAG and Consultant agree that the Agreement be extended for an additional 2-Year term to June 30, 2020; and

WHEREAS, C/CAG and Consultant desire to amend the Agreement as set forth herein.

IT IS HEREBY AGREED by C/CAG and Consultant as follows:

1. The added funding provided to Consultant by C/CAG under this amendment will be no more than \$40,000 for additional services, thereby making the new maximum total contract amount \$78,960; and
2. The June 30, 2018 termination date is extended to June 30, 2020; and
3. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect; and
4. This amendment shall take effect upon the date of execution by both parties.

City/County Association of Governments
(C/CAG)

Life Cycle Associates (Contractor)

Maryann Moise Derwin, Chair

By

Title:_____

Date: _____

Date: _____

Approved as to form:

Legal Counsel for C/CAG

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-39 authorizing the C/CAG Chair to execute an agreement with Iteris to provide Smart Corridor ITS Network Monitoring and Maintenance Support in an amount not to exceed \$112,306 for two years.

(For further information or questions, contact John Hoang at 650-363-4105)

RECOMMENDATION

That the Board review and approve Resolution 18-39 authorizing the C/CAG Chair to execute an agreement with Iteris to provide Smart Corridor ITS Network Monitoring and Maintenance Support in an amount not to exceed \$112,306 for two years.

FISCAL IMPACT

\$112,306 over 2 years

SOURCE OF FUNDS

Measure M – Smart Corridor/Intelligent Transportation System (ITS)

BACKGROUND

The C/CAG sponsored San Mateo County Smart Corridor project upgraded and interconnected traffic signal infrastructure on behalf of ten (10) cities, the unincorporated County, and Caltrans in addition to deploying Intelligent Transportation System (ITS) equipment such as closed circuit television (CCTV) cameras, trailblazer/arterial dynamic message signs, and vehicle detection system on predefined designated local streets and state routes. The Smart Corridor provides local cities and Caltrans day to day traffic management capabilities in addressing recurrent traffic congestion as well as provide Caltrans abilities for managing the system during major incidents.

The Smart Corridor, in operation since summer 2016, extends from I-380 in San Bruno to the Santa Clara County Line in East Palo Alto along El Camino Real and includes major local streets connecting to US-101. In March 2018, with the completion of the Caltrans-led project, another State segment was added along University Avenue in East Palo Alto.

System Maintenance

For corridor consistence and economy of scale, it was agreed that C/CAG be responsible for maintaining certain ITS equipment and devices deployed as part of the Smart Corridor project that are

located within the cities' right-of-way including CCTV cameras, trailblazer/arterial dynamic message signs, and vehicle detection system. Other equipment maintained by the cities are upgraded traffic signal controllers, traffic signals, signals interconnect equipment, and communication lines located within the cities' right-of-way. Caltrans is responsible for maintaining equipment deployed within the State right-of-way.

C/CAG has retained three (3) consultants to help with maintaining the Smart Corridor for local cities. These consultants, together, provides a comprehensive solution for maintaining the following ITS equipment:

- Communication Network and Equipment
 - San Mateo Hub equipment and controller cabinet, fiber switches, video management system and servers, message sign system and server, network management system and server
- KITS Traffic Signal System (under 5-year warranty)
 - Central System Software, Firmware, Hardware, Field controller elements
- Infrastructure and Field Devices
 - Fiber and conduit, antennas, CCTV cameras, directional signs, vehicle detection system, Arterial Dynamic Message Signs (ADMS)

This report addresses the maintenance contract for ITS Network Monitoring Services, which includes diagnostic and repair services for the ITS network and infrastructure located within the cities' right-of-way. In June 2016, C/CAG entered into a 2-Year agreement with Iteris to provide ITS Network Monitoring and Maintenance Support to proactively monitor the operational status of all communication links and field devices. Services provided by Iteris include monitoring the entire network, isolating problems and issues, and closely coordinating with the maintenance contractor activities in servicing of infrastructure and field devices, as well as the KITS signal system contractor. The contract amount was for \$92,732, or approximately \$46,400 annually. The agreement expires June 30, 2018.

During the first two years, Iteris has been responsive and helpful in providing support to diagnose and troubleshoot issues with system operations and communication, working together with C/CAG's other maintenance contractors, cities and Caltrans to address and resolve issues with the network. Iteris also established a system to test network communication and provide status report to C/CAG and Caltrans to monitor system health and be proactive in maintaining the system.

Staff is satisfied with Iteris' work during the first two years and recommends C/CAG enter into a second 2-year agreement for fiscal years (FYs) 2018/19 and 2019/20. The proposed cost is \$112,306 with 1) the regular monitoring services budgeted at \$76,250 (\$38,250 annually), a decrease in annual cost from the previous two years, and 2) one-time services budgeted at \$36,056 for integrating software upgrades and developing as-builts drawings.

Request for Proposal (RFP) Waiver

Iteris Inc. is familiar with the Smart Corridor Project having been previously selected through competitive procurement processes for two phases of the project which include designing the local portion of the South Segment (Ralston Avenue to Willow Road) and providing System Integration Support to C/CAG and Caltrans. System integration support services included technical support for connecting Smart Corridor equipment along with communication infrastructure between each field

device, the San Mateo Hub, and TMC located in Oakland. Iteris is also the consultant that developed the Project Study Report (PSR) for the South San Francisco Expansion Project and currently finishing up the environmental phase of the project.

Taking into consideration Iteris' experience and knowledge of the Smart Corridor as well as positive performance from past projects, staff has determined that Iteris has the unique qualifications and experience, therefore, would be best fitted to provide services pertaining to network monitoring and maintenance support. Staff requests that C/CAG waive the requirement of a Request for Proposal (RFP) process and recommends that C/CAG enters into agreement with Iteris. This request is consistent with the C/CAG Procurement Policy (2017), Section 9a, which states, in part:

The C/CAG Board may waive the solicitation of RFPs when it determines that it is in the best interest of C/CAG to do so. Situations in which a RFP may be waived include, but are not limited to, emergency situations or those in which an independent contractor is the only available source of a particular service. Another appropriate situation for waiving the RFP process is where a particular firm, agency, and/or individual has unique qualifications and/or experience, or it is determined by the C/CAG Board that the added time required for another firm and/or individual to acquire this knowledge base would create an unacceptable delay in the delivery of the service or not result in significant cost savings.

ATTACHMENTS

1. Resolution 18-39
2. Agreement with Iteris Inc. (Available for review and download at www.ccag.ca.gov/html).

RESOLUTION 18-39

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE
AN AGREEMENT WITH ITERIS TO PROVIDE SMART CORRIDOR ITS NETWORK
MONITORING AND MAINTENANCE SUPPORT IN AN AMOUNT NOT TO EXCEED
\$112,306, WAIVING THE RFP PROCESS**

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, the C/CAG sponsored San Mateo County Smart Corridor Project (Smart Corridor) is an Intelligent Transportation System (ITS) project that extends 20 miles along El Camino Real and major local streets connecting to US-101 and enables cities and the California Department of Transportation (Caltrans) to proactively manage daily traffic and non-recurring traffic congestion cause by diverted traffic due to major incidents on the freeway; and

WHEREAS, in addition to installation of fiber optic communication network, equipment deployed as part of the Smart Corridor project include interconnected traffic signal system, close circuit video cameras, trailblazer/arterial dynamic message signs, and vehicle detection systems; and

WHEREAS, construction of the Smart Corridor (I-380 to Santa Clara County Line) is completed and final signal system software deployment and system integration completed; and

WHEREAS, per Memorandum of Understandings (MOUs) executed between C/CAG, Caltrans, and the cities, C/CAG is responsible for maintaining Smart Corridor specific ITS infrastructure and communication network deployed within the cities' right-of-way; and

WHEREAS, C/CAG entered into a 2-Year agreement with Iteris for Smart Corridor network monitoring and maintenance support an amount not to exceed \$92,732 which expires June 30, 2018; and

WHEREAS, C/CAG desires to enter into a second 2-Year agreement with Iteris for Smart Corridor network monitoring and maintenance support an amount not to exceed \$112,306.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Chair is authorized to execute the Agreement between C/CAG and Iteris Inc. for Smart Corridor ITS network monitoring and maintenance support in an amount not to exceed \$112,306.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF JUNE, 2018.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of March 31, 2018.

(For further information or questions, contact Jean Higaki at 599-1462)

RECOMMENDATION

That the C/CAG Board review and approve the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of March 31, 2018.

FISCAL IMPACT

Potential for higher or lower yields and risk associated with C/CAG investments.

SOURCE OF FUNDS

The Investment portfolio includes all C/CAG funds held by the C/CAG Financial Agent (City of San Carlos).

BACKGROUND

According to the C/CAG Investment Policy adopted on September 14, 2017:

“The portfolio should be analyzed not less than quarterly by the C/CAG Finance Committee, and modified as appropriate periodically as recommended by the Finance Committee and approved by the C/CAG Board, to respond to changing circumstances in order to achieve the Safety of Principal.”

The Finance Committee will seek to provide a balance between the various investments and maturities to give C/CAG the optimum combination of Safety of Principal, necessary liquidity, and optimal yield based on cash flow projections.

A summary of the January, February, and March 2018 earning rates are as follows:

	Local Agency Investment Fund (LAIF)	San Mateo County Investment Pool (COPOOL)
January	1.350%	1.295%
February	1.412%	1.395%
March	1.524%	1.528%

On November 14, 2013 the C/CAG Board approved the C/CAG investment portfolio as follows:

Local Agency Investment Fund (LAIF) 50% to 70%
 San Mateo County Investment Pool (COPOOL) 30% to 50%

At the November 20, 2015 CCAG Finance Committee meeting, the Committee set a goal to keep the investment with the County at 40%-42% of the total pooled investment to earn higher interest.

On May 23, 2018, the Finance Committee reviewed the investment portfolio. The Finance Committee discussed market conditions and recommended no change to the investment portfolio.

The investment portfolio as of March 31, 2018 is as follows:

	12/31/2017		3/31/2018	
	Amount	Percent	Amount	Percent
LAIF	\$13,896,995	59%	\$13,637,606	60%
COPOOL	\$9,838,593	41%	\$9,117,611	40%
Total	\$23,735,588	100%	\$22,755,217	100%

ATTACHMENTS

1. Quarterly Investment Report as of March 31, 2018 from San Carlos

C/CAG
CITY/COUNTY ASSOCIATION OF GOVERNMENTS
of San Mateo County

Board of Directors Agenda Report

To: Sandy Wong, Executive Director
From: Carrie Tam, Financial Services Manager
Date: May 23, 2018

SUBJECT: Quarterly Investment Report as of March 31, 2018

RECOMMENDATION:

It is recommended that the C/CAG Board review and accept the Quarterly Investment Report.

ANALYSIS:

The attached investment report indicates that on March 31, 2018, funds in the amount of \$22,755,217 were invested producing a weighted average yield of 1.47%. Of the total investment portfolio, 59.9% of funds were invested in the Local Agency Investment Fund (LAIF) and 40.1% in the San Mateo County Investment Pool (COPOOL). These percentages are within the range specified by the CCAG Board. Accrued interest earnings for this quarter totaled \$84,428. At the CCAG Finance Committee meeting in November 2015, the Committee set a goal to keep the investment with the County at 40%-42% of the total pooled investment to earn higher interest. The portfolio mix reflects the recommended percentage invested in the County Investment Pool.

Below is a summary of the changes from the prior quarter:

	Qtr Ended 3/31/18	Qtr Ended 12/31/17	Increase (Decrease)
Total Portfolio	\$ 22,755,217	\$ 23,735,588	\$ (980,371)
Weighted Average Yield	1.47%	1.20%	0.27%
Accrued Interest Earnings	\$ 84,428	\$ 69,629	\$ 14,799

There was a decrease of \$0.98M in the portfolio balance this quarter compared to the previous quarter mainly due to cash disbursements in the third quarter for Measure M. A more detailed list of the payments made in the third quarter can be found in the attached monthly “Major Cash Inflows and Outflows” report. The higher weighted average yield resulted in higher interest earnings for this quarter.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG’s investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of March 31, 2018, the portfolio contains sufficient liquidity to meet the next six months of expected expenditures by C/CAG. All investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past nine quarters.

The primary objective of the investment policy of the CCAG remains to be the SAFETY OF PRINCIPAL. The permitted investments section of the investment policy also states:

Local Agency Investment Fund (LAIF) which is a State of California managed investment pool, and San Mateo County Investment pool, may be used up to the maximum permitted by California State Law. A review of the pool/fund is required when they are part of the list of authorized investments.

The Investment Advisory Committee has reviewed and approved the attached Investment Report.

Attachments

- 1 – Investment Portfolio Summary for the Quarter Ended March 31, 2018
- 2 – Historical Summary of Investment Portfolio

CITY & COUNTY ASSOCIATION OF GOVERNMENTS

SUMMARY OF ALL INVESTMENTS

For Quarter Ending March 31, 2018

Category	Weighted Average Interest Rate	Historical Book Value	% of Portfolio	GASB 31 ADJ Market Value
Liquid Investments:				
Local Agency Investment Fund (LAIF)	1.51%	13,637,606	59.9%	13,604,030
San Mateo County Investment Pool (COPOOL)	1.40%	9,117,611	40.1%	9,117,611
Agency Securities				
<i>none</i>				
Total - Investments	1.47%	22,755,217	100%	22,721,641
GRAND TOTAL OF PORTFOLIO	1.47%	\$ 22,755,217	100%	\$ 22,721,641

Total Interest Earned This Quarter	84,428
Total Interest Earned (Loss) Fiscal Year-to-Date	214,617

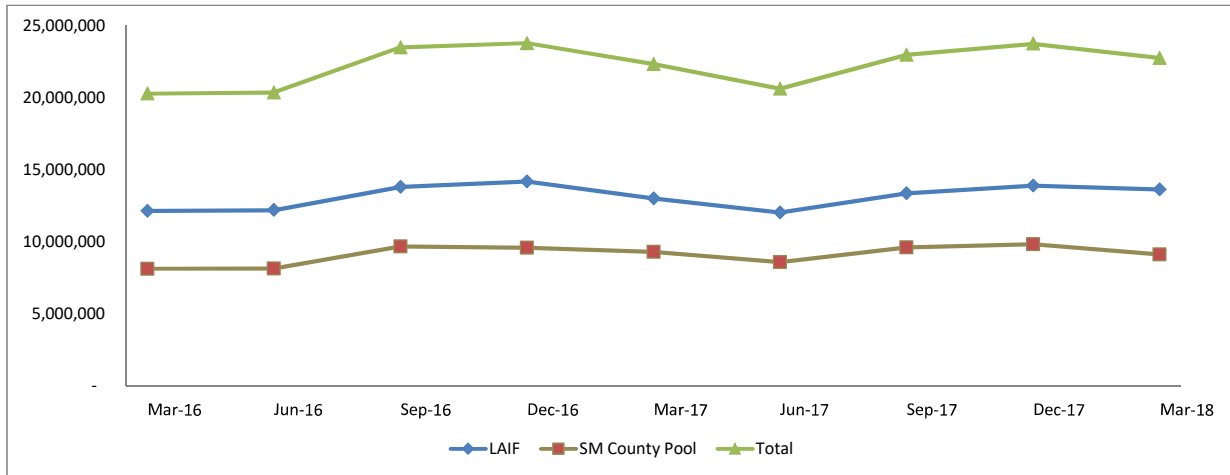
Note: CCAG Board approved the following investment portfolio mix at its November 14, 2013 meeting:

LAIF - 50% to 70%
COPOOL - 30% to 50%

At the CCAG Finance Committee meeting in November, the Committee set a goal to keep the investment with the County at 40%-42% of the total pooled investment to earn higher interest.

*Difference in value between Historical Value and Market Value may be due to timing of purchase. Investments in the investment pools may have been purchased when interest rates were lower or higher than the end date of this report. As interest rates increase or decrease, the value of the investment pools will decrease or increase accordingly. However, interest rate fluctuations does not have any impact to CCAG's balance in the investment pools. The market values are presented as a reference only.

**City and County Association of Governments
Historical Summary of Investment Portfolio
March 31, 2018**



Note: The chart type has been changed from Column to Line after receiving feedback from CCAG's Finance Committee

City/County Association of Governments Investment Portfolio

	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17	Dec-17	Mar-18
LAIF	12,136,268	12,200,510	13,817,524	14,186,530	13,010,532	12,034,768	13,363,368	13,896,995	13,637,606
SM County Pool	8,138,072	8,154,442	9,672,516	9,591,037	9,313,634	8,586,974	9,611,660	9,838,593	9,117,611
Total	20,274,340	20,354,952	23,490,040	23,777,567	22,324,166	20,621,742	22,975,028	23,735,588	22,755,217

At the CCAG Finance Committee meeting in November 2015, the Committee set a goal to keep the investment with the County at 40%-42% of the total pooled investment to earn higher interest.

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-40 authorizing the C/CAG Chair to execute Amendment No. 1 to the Funding Agreement with the San Mateo County Transit District (Samtrans) under the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) Program for the Samtrans Bike Racks on Buses Project for a time extension to June 30, 2019.

(For further information please contact John Hoang at 650-363-4105)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 18-40 authorizing the C/CAG Chair to execute Amendment No. 1 to the Funding Agreement with the San Mateo County Transit District (SamTrans) under the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) Program for the Samtrans Bike Racks on Buses Project for a time extension to June 30, 2019.

FISCAL IMPACT

The original allocation amount for this project is \$160,128. This amendment has no fiscal impacts and does not affect the allocation.

SOURCE OF FUNDS

TFCA funds are derived from a Vehicle Registration Fee surcharge provided to C/CAG by the Bay Area Air Quality Management District (BAAQMD).

BACKGROUND

The Bay Area Air Quality Management District (BAAQMD) is authorized under Health and Safety Code Section 44223 and 44225 to levy a fee on motor vehicles. Funds generated by the fee are referred to as the Transportation Fund for Clean Air (TFCA) funds and are used to implement projects to reduce air pollution from motor vehicles. Health and Safety Code Section 44241(d) stipulates that forty percent (40%) of funds generated within a county where the fee is in effect shall be allocated by the Air District to one or more public agencies designated to receive the funds, and for San Mateo County, C/CAG acts as the Program Manager for the TFCA Program in San Mateo County. This program distributes fund to projects whose primary objective is to reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options.

At the June 9, 2016 meeting, the C/CAG Board approved Resolution 16-13 authorizing the allocation of \$160,128 to Samtrans for a project to install new bike racks on Samtrans buses. The new racks would replace the current racks and would have additional capacity to carry more bicycles.

C/CAG and Samtrans entered into a 2-Year Funding Agreement effective July 1, 2016 through June 30, 2018. C/CAG received a letter from Samtrans requesting a 1-year extension to June 30, 2019, to allow time for installation of bike racks on the Samtrans buses. The BAAQMD guidelines allows County Program Managers the flexibility to extend the project schedule beyond two years but no later than December 31, 2020, for projects allocated in FY 2017. C/CAG, by extending the project one year for a total of three (3) years, is not required to formally amend the Funding Agreement with BAAQMD.

ATTACHMENTS

- Resolution 18-40
- Letter from Samtrans (3/3/18)
- Amend No. 1 to the Funding Agreement with SamTrans for the FY 2016/17 TFCA Program
(Available for review and download at www.ccag.ca.gov/html)

RESOLUTION 18-40

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 1 TO THE FUNDING AGREEMENT WITH THE SAN MATEO COUNTY TRANSIT DISTRICT (SAMTRANS) UNDER THE FISCAL YEAR 2016/17 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM FOR A TIME EXTENSION TO JUNE 30, 2019

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, the Board of Directors of the City/County Association of Governments at its May 12, 2016 meeting approved certain projects and programs for funding through San Mateo County's local share of Transportation Fund for Clean Air (TFCA) revenues for Fiscal Year 2016/17; and

WHEREAS, the agencies implementing these projects, the scope of the work and the specified amount of TFCA funding, have been identified and approved by the Board of Directors; and

WHEREAS, the project sponsor, San Mateo County Transit District (Samtrans) is designated to receive \$160,128 in TFCA FY 2016/17 funds for the Samtrans Bus Bike Racks Project; and

WHEREAS, C/CAG entered into a Funding Agreement with Samtrans effective July 1, 2016 and ending on June 30, 2018; and

WHEREAS, Samtrans requested that the project be extended through June 30, 2019 to allow additional time for the project to be completed; and

WHEREAS, C/CAG and Samtrans agree to amend the funding agreement to extend the completion date to June 30, 2019.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to enter into Amendment No. 1 with the San Mateo County Transit District (Samtrans) under the Transportation Fund for Clean Air (TFCA) Program for a time extension through June 30, 2019. This agreement shall be in a form approved by C/CAG legal counsel.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF JUNE 2018.

Maryann Moise Derwin, Chair

**AMENDMENT NO. 1 TO THE FISCAL YEAR 2016-2017 TFCA AGREEMENT
BETWEEN
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS
AND
SAN MATEO COUNTY TRANSIT DISTRICT**

WHEREAS, the City/County Association of Governments for San Mateo County (hereinafter referred to as “C/CAG”) and San Mateo County Transit District (hereinafter referred to as “Samtrans”) are parties to an Agreement effective July 1, 2016, for the Fiscal Year 2016-2017 Transportation Fund for Clean Air (TFCA) Funding Agreement (the “Agreement”); and

WHEREAS, the Agreement provides funds for the Samtrans Bike Racks on Buses project (Project); and

WHEREAS, the Project’s original completion date is June 30, 2018; and Samtrans has requested a time extension of one year, to June 30, 2019, to complete the project; and

WHEREAS, C/CAG and Samtrans desire to amend the Agreement as set forth herein.

NOW, THEREFORE, IT IS HEREBY AGREED by the C/CAG and Consultant that:

1. The Agreement shall terminate on June 30, 2019.
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect upon the date of execution by both parties

City/County Association of Governments (C/CAG)

San Mateo County Transit District (Samtrans)

Maryann Moise Derwin, C/CAG Chair

By
Title: _____

Date: _____

Date: _____

Approved as to form:

Legal Counsel for C/CAG

samTrans



March 30, 2018

John Hoang
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

Re: SamTrans TFCA Program Manager Agreement 17SM04 Extension Request

Dear Mr. Hoang:

On behalf of the San Mateo County Transit District I would like to request a 1-year extension to grant 17SM04 for the installation of triple bike racks on the SamTrans bus fleet. The District has been working to test various bike rack designs on active bus routes to determine what best meets the needs of patrons that are also robust enough to meet the rigors of daily use. Now that testing is complete, the District will be issuing an invitation for bid (IFB) to purchase bike racks for the entire fleet. However, this process is taking longer than anticipated and the District is requesting a one-year extension on the grant to allow for successful procurement, installation and drawdown of the grant funds.

We truly appreciate taking the time to consider our request and look forward to working with you to successfully complete this project.

Sincerely,

Peter Skinner
Manager, Grants and Fund Programming

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified).

(For further information or questions, contact Jean Higaki at 650-599-1462)

RECOMMENDATION

Review and approval of C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified)

FISCAL IMPACT

Unknown.

SOURCE OF FUNDS

N/A

BACKGROUND

The C/CAG Legislative Committee receives monthly written reports and oral briefings from the C/CAG's State legislative advocates. Important or interesting issues that arise out of that meeting are reported to the Board.

Under the urgent C/CAG legislative procedures, a letter was sent to the Senate Environmental Quality Committee in opposition of AB 3014 (Quirk) – Brake Friction Material Copper Limits Exemption. AB 3014 would exempt high performance road and track capable vehicles and brake friction materials for use on those vehicles from the prohibition against the sale of motor vehicle brake friction materials containing more than 5% copper by weight on and after January 1, 2021. AB 3014

AB 2865 (Chiu) – This bill would amend the Streets and Highway Code to extend the limits of existing legislation, that currently allows the Santa Clara Valley Transportation Authority (VTA) the ability to operate an express lane in San Mateo County under agreement with C/CAG and with the San Mateo County Transportation Authority (SMCTA). The limits of VTA authority would extend into San Francisco under agreement from the San Francisco County Transportation Authority (SFCTA).

In addition, this bill would also authorize the Bay Area Infrastructure Financing Authority (BAIFA) to operate an express lane with approval from the SFCTA. BAIFA is a joint powers agency

established pursuant to a joint exercise of powers agreement between the Metropolitan Transportation Commission and the Bay Area Toll Authority. There is a consideration of adding San Mateo County to Section 2. Staff is not making a recommendation on a position at this time.

ATTACHMENTS

- 1.) April 2018 Legislative update from Shaw/ Yoder/ Antwih, Inc.
- 2.) Letter opposing AB 3014 (Quirk)
- 3.) AB 2865 (Chiu) proposed language
- 4.) Full Legislative information is available for specific bills at <http://leginfo.legislature.ca.gov/>



DATE: June 6, 2018

TO: Board Members, City/County Association of Governments, San Mateo County

FROM: Andrew Antwih and Matt Robinson, Shaw / Yoder / Antwih, Inc.

RE: STATE LEGISLATIVE UPDATE – June 2018

Legislative Update

June 1 marked the last day for the Legislature to move bills out of the house of origin, with each house acting on several hundred bills before the deadline. Policy committees will begin hearing bills sent to them from the other house in the coming weeks, and have until July 6 to finish their work. The Budget Conference Committee is in full swing and the Legislature has until June 15 to send the Governor the Budget Bill. The Legislature will break for Summer Recess on July 6. In this report we highlight the most relevant bills this year affecting C/CAG; those are discussed under ***Bills of Interest***, below.

Primary Election Recap

On June 5, California went to the polls to act on several measures important to C/CAG. Overwhelmingly, voters approved Proposition 69, which would protect SB 1 revenues from future diversions. C/CAG supported Proposition 69 and the measure passed with over 80 percent of voters in support. Voters also approved the statewide resources bond – Proposition 68 – which C/CAG also supported.

Regional Measure 3, which will provide significant funding for projects in San Mateo County, was a bit closer, but ultimately passed with a weighted nine county total of 54 percent in support. In San Mateo County, voters were in line with the regional average, also supporting the measure with 54 percent.

Finally, the Senate’s supermajority took a significant step backward with the recall of State Senator Josh Newman (D-Brea), who was targeted for his vote on SB 1.

SB 1 Repeal Update

On April 27, proponents of the SB 1 Repeal submitted approximately 960,000 signatures for validation. County registrars must submit random samples to the Secretary of State’s Office by June 25. To qualify the initiative for the November ballot, the Secretary of State must validate approximately 585,000 signatures. We will be following the validation process closely and will provide updates as things progress, but it seems very likely that the repeal will qualify for the November ballot.

The Coalition to Protect Local Transportation Improvements – formed to oppose the SB 1 repeal effort and promote the benefits of SB 1 throughout California – continues to meet regularly and has begun fundraising for the campaign. The Committee is led by the California Alliance for Jobs, the California State Association of Counties, the League of California Cities, and the California Transit Association, as well as several other transportation, labor, business, and local government agencies, formally known as the Fix Our Roads Coalition. The Committee will also support passage of Proposition 69 – put on the

ballot by ACA 5 (Frazier) – the constitutional amendment passed by the legislature last year to protect new SB 1 revenues; the measure will be before the voters this June. The Committee has a website – fixcaroads.com – with more information about the benefits of SB 1, [tools local agencies can use](#), and reasons to oppose the potential repeal. **The C/CAG Board is formally in support of the “Yes on Proposition 69” and the “No on SB 1 Repeal” campaigns.**

CTC and CalSTA Make Grant Awards to San Mateo County

Transportation agencies in San Mateo County submitted four grant applications to the California Transportation Commission (CTC) and the California State Transportation Agency (CalSTA) for funding from several SB 1 programs. All four were successful in receiving funding. The CTC, at its May Commission meeting, awarded \$250 million for the US 101 managed lanes projects and CalSTA awarded \$164 million for the Caltrain electrification project & \$15 million for express bus service on US 101 to coincide with the operation of the managed lanes project.

Bills of Interest

SCA 6 (Wiener) – Lower Vote Threshold for Local Transportation Taxes (Two-Year Bill)

The California Constitution subjects the imposition of a special tax by a city, county, or special district upon the approval of two-thirds of the voters. This measure would lower that threshold to 55 percent of voters for taxes for transportation purposes. ***The C/CAG Board SUPPORTS this bill.***

SB 827 (Wiener) – Planning and Zoning Near Transit (Dead)

The Planning and Zoning Law requires, when a housing development is proposed within the jurisdiction of a local government, that the city, county, or city and county provide the developer with a density bonus to produce low income housing. This bill would authorize a transit-rich housing project to receive a transit-rich housing bonus. The bill would define a transit-rich housing project as a residential development project within a half-mile of a major transit stop or a quarter-mile of a high-quality transit corridor. The bill would exempt a project from various requirements, including maximum controls on residential density or floor area ratio, minimum automobile parking requirements, design standards that restrict the applicant’s ability to construct the maximum number of units consistent with any applicable building code, and maximum height limitations. ***The C/CAG Board OPPOSES this bill.***

SB 828 (Wiener)

This bill would make a number of changes to the way the Department of Housing and Community Development (HCD) assesses housing needs throughout California and would require HCD to do a one-time unmet needs assessment for every region and add those numbers to the forecasted allocations for the next RHNA cycle. This bill would establish methodologies that acknowledge the particular need for moderate and above-moderate income housing in areas where housing prices are increasing at a rate far faster than wages and authorize HCD to challenge inequitable allocations between comparable jurisdictions. This bill would require HCD to rollover deficits from one cycle to the next if a city has not met their RHNA. Finally, the bill would require local agencies to zone for 200% of their housing obligation (versus not 100%).

SB 961 (Allen) Second Neighborhood Infill Finance and Transit Improvements Act

This bill would enact the Second Neighborhood Infill Finance and Transit Improvements Act and would authorize a city or county to use tax increment financing through (as part of an enhanced infrastructure financing district) to issue bonds for housing, as well as station development for transit, urban forestry, decoupled parking, access to transit, and other infrastructure for residential communities, including water infrastructure or waste water infrastructure that captures rainwater or urban runoff. The bonds would not require voter approval, but the area to be financed must be within one-half mile of a rail transit station or within 300 feet of a transit rich boulevard served by bus rapid transit or high-frequency bus service.

AB 1405 (Mullin) – Digital Billboards

This bill would authorize a comprehensive development lease agreement between the Department of Transportation (Caltrans) and the private sector for a new digital sign network to provide real-time information for enhanced statewide emergency and traveler communications and provide revenues to the State Highway Account by allowing paid advertisements to appear on the digital signs.

AB 1759 (McCarty) – Road Maintenance and Rehabilitation Account Funding (Dead)

The Planning and Zoning Law requires a city or county to adopt a general plan for land use development within its boundaries that includes a housing element and report on the progress of the established goals. This bill would require HCD to review the reports annually and beginning in the 2022–23 fiscal year and require cities and counties to be certified in the prior fiscal year by HCD to remain eligible for an apportionment of SB 1 RMRA funds.

AB 1905 (Grayson) – CEQA Judicial Review for Transportation Projects (Dead)

The California Environmental Quality Act (CEQA) requires a lead agency to prepare and certify an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA establishes a procedure by which a person may seek judicial review of an agency’s decision. This bill would prohibit a court from stalling a transportation project under judicial review pursuant to CEQA if the project is included in a sustainable communities strategy and for which an environmental impact report has been certified.

AB 2865 (Chiu) Managed Lanes in San Francisco County

This bill would authorize San Francisco County Transportation Authority (SFCTA) to delegate responsibility for operation of managed lanes on US 101 and I-280 in San Francisco County to Santa Clara VTA. A similar authority currently exists for C/CAG and the San Mateo County Transportation Authority. The bill also proposes amendments to allow SFCTA an option to use the Bay Area Infrastructure Financing Authority (BAIFA) to construct and operate the lanes instead of Santa Clara VTA.

AB 3059 (Bloom) Congestion Pricing (Dead)

This bill would authorize two congestion pricing demonstration projects in northern California and two in southern California. The bill would define “congestion pricing” to mean the assessment of a charge on motor vehicles using local streets and roads in a participating jurisdiction.

Proposition 69 / ACA 5 (Frazier and Newman) – Protecting Transportation Revenues, Revising Appropriations Limit

This measure would add to the list of transportation-related revenues protected from legislative diversion by Article XIX those taxes and fees raised in SB 1 (Beall & Frazier). The measure also protects certain transit funds that were increased in the Gas Tax Swap of 2010-11. Article XIII B of the California Constitution prohibits the total annual appropriations subject to limitation of the state and each local government from exceeding the appropriations limit of the entity of the government for the prior year, as adjusted; this measure would also exclude appropriations of certain revenues associated with the Road Repair and Accountability Act of 2017 from the appropriations subject to constitutional limitation.
The C/CAG Board SUPPORTS Proposition 69.

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park • Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside

May 21, 2018

The Honorable Bob Wieckowski, Chair
Senate Environmental Quality Committee
State Capitol, Room 2205
Sacramento, CA 95814

The Honorable Dr. Bill Quirk, Ph.D.
State Capitol, Room 2163
P.O. Box 942849
Sacramento, CA 94249-0020

RE: AB 3014 (Quirk) – Brake Friction Material Copper Limits Exemption - **Oppose**

Dr. Quirk and Chairman Wieckowski:

The City/County Association of Governments of San Mateo County opposes AB 3014 because it undermines a carefully crafted compromise program developed from 1996 through 2010 based on detailed scientific studies that was designed to protect California water quality and provide a Clean Water Act compliance pathway for municipalities, while including a very generous brake friction material copper phase-out period to meet the practical needs of the vehicle industry.

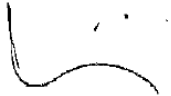
Current law (SB 346 [Kehoe] of 2010) provides California's cities and counties with the tool they need to comply with stringent federal and state water quality mandates and avoid billions of dollars in costs and potential penalties. SB 346 requires that copper, a significant aquatic pollutant, be reduced to 5% by weight in vehicle brake pads sold in California by 2021 and to a *de minimis* 0.5% by weight by 2025. All exemptions in SB 346 were developed collaboratively (through the Brake Pad Partnership of industry, government, and environmental groups) and were quantified to ensure that they would not undermine the environmental goals of the program. Peer-reviewed scientific studies have established that by far the most significant source of copper in urban watersheds is the fine dust generated from the use of brake pads. This copper poses threats to aquatic life including migratory salmonid fish.

C/CAG's member agencies are permittees under the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit for stormwater discharges. This permit has provisions requiring municipalities to act on various pollutants of concern, including copper. Requirements are limited to remaining stormwater-based sources of copper that have not already been addressed - the Permit's fact sheet specifically indicates that SB 346 already addressed a major source of copper to urban runoff by reducing the use of copper in brake pads. If this requirement is diluted via the proposed exception to reduced copper requirements for high-performance vehicles under AB 3014, Bay Area permittees may be faced with new requirements for costly structural stormwater treatment controls to ensure water

quality protection. True source control, such as has been achieved through SB 346, is always the most cost-effective and environmentally protective means of pollutant reduction.

C/CAG commends the brake friction and vehicle manufacturing industries for their rapid development of safe “copper-free” (<0.5%) brake pads and the overwhelming trend to transition to these lowest copper brake pads by the first compliance deadline of 2021. More than half of all brake pads in the market today are “copper-free” with an average copper content of just 0.05%. In contrast, brake pads that do not meet the upcoming <5% copper content standard average 13% copper by weight. C/CAG is concerned that the high-performance vehicles proposed to be exempted by AB 3014 may contain the highest copper levels in the market (i.e., 15% to 35% copper). Online market information indicates that exempted high-performance vehicles could comprise a significant portion of the total California vehicle market.

Sincerely,



Maryann Moise Derwin, Chair
City/County Association of Governments of San Mateo County

Cc:

Rachel Machi Wagoner, Chief Consultant, Senate Environmental Quality Committee Rachel.Wagoner@sen.ca.gov
Josh Tooker, Chief Consultant, Assembly Environmental Safety & Toxic Materials Committee Josh.Tooker@asm.ca.gov
Eddie Franco, Legislative Aide, Office of Assembly Member Bill Quirk, Ph.D. eddie.franco@asm.ca.gov

June 1, 2018
Proposed Amendments to AB 2865 (Chiu):

SECTION 1.

Section 149.6 of the Streets and Highways Code is amended to read:

149.6.

(a) Notwithstanding Sections 149, 149.7, and 30800, and Section 21655.5 of the Vehicle Code, the Santa Clara Valley Transportation Authority (VTA) created by the Santa Clara Valley Transportation Authority Act (Part 12 (commencing with Section 100000) of Division 10 of the Public Utilities Code) may conduct, administer, and operate a value pricing program on any two of the transportation corridors included in the high-occupancy vehicle lane system in the County of Santa Clara in coordination with the Metropolitan Transportation Commission and consistent with Section 21655.6 of the Vehicle Code.

(b) Notwithstanding Sections 149, 149.7 and 30800, and Section 21655.5 of the Vehicle Code, VTA may conduct, administer, and operate a value pricing program on State Highway Route 101 in ~~the County of~~ San Mateo *County* in coordination with the City/County Association of Governments of San Mateo County and with the San Mateo County Transportation Authority and consistent with Section 21655.6 of the Vehicle Code.

(c) Notwithstanding Sections 149, 149.7, and 30800, and Section 21655.5 of the Vehicle Code, VTA may conduct, administer, and operate a value pricing program on State Highway Route 101 and the portion of State Highway Route 280 north of its junction with State Highway Route 101 in the City and County of San Francisco in coordination with the San Francisco County Transportation Authority and consistent with Section 21655.6 of the Vehicle Code.

(d) (1) VTA, under the circumstances described in subdivisions (a), (b), and (c), may direct and authorize the entry and use of those high-occupancy vehicle lanes by single-occupant vehicles for a fee. The fee structure shall be established from time to time by VTA. A high-occupancy vehicle lane may only be operated as a high-occupancy toll (HOT) lane during the hours that the lane is otherwise restricted to use by high-occupancy vehicles.

(2) VTA shall enter into a cooperative agreement with the Bay Area Toll Authority to operate and manage the electronic toll collection system.

(e) With the consent of the department, VTA shall establish appropriate performance measures, such as speed or travel times, for the purpose of ensuring optimal use of the HOT lanes by high-occupancy vehicles without adversely affecting other traffic on the state highway system. Unrestricted access to the lanes by high-occupancy vehicles shall be available at all times, except that those high-occupancy vehicles may be required to have an electronic transponder or other electronic device for enforcement purposes. At least annually, the department shall audit the performance during peak traffic hours and report the results of that audit at meetings of the program management team.

(f) Single-occupant vehicles that are certified or authorized by VTA for entry into, and use of, the high-occupancy vehicle lanes in the County of Santa Clara, ~~the County of~~ San Mateo *County*, and the City and County of San Francisco are exempt from Section 21655.5 of the Vehicle Code, and the driver shall not be in violation of the Vehicle Code because of that entry and use.

(g) (1) VTA shall carry out a value pricing program established pursuant to this section in cooperation with the department pursuant to an agreement that addresses all matters related to design, construction, maintenance, and operation of state highway system facilities in connection with the value pricing program.

(2) An agreement described in paragraph (1) to carry out the program authorized pursuant to subdivision (b) shall be subject to the review and approval by the City/County Association of Governments of San Mateo County and the San Mateo County Transportation Authority.

(3) An agreement described in paragraph (1) to carry out the program authorized pursuant to subdivision (c) shall be subject to the review and approval by the San Francisco County Transportation Authority.

(h) (1) Agreements between VTA, the department, and the Department of the California Highway Patrol shall identify the respective obligations and liabilities of those entities and assign them responsibilities relating to the program. The agreements entered into pursuant to this section shall be consistent with agreements between the department and the United States Department of Transportation relating to this program. The agreements shall include clear and concise procedures for enforcement by the Department of the California Highway Patrol of laws prohibiting the unauthorized use of the high-occupancy vehicle lanes, which may include the use of video enforcement. The agreements shall provide for reimbursement of ~~state agencies, from revenues generated by the program, federal funds specifically allocated to VTA for the program by the federal government, or other funding sources that are not otherwise available to state agencies for transportation-related projects~~ *the department and the Department of California Highway Patrol for their costs related to the toll facility.*

(2) The revenues generated by the program shall be available to VTA for the direct expenses related to the operation, including collection and enforcement, maintenance, construction, and administration of the program. VTA's administrative costs in the operation of the program shall not exceed 3 percent of the revenues.

(3) (A) For a value pricing program established pursuant to subdivision (a), all remaining revenue generated by the program after expenditures made pursuant to paragraph (2) shall be used in the corridor from which the revenues were generated exclusively for the preconstruction, construction, and other related costs of high-occupancy vehicle facilities, transportation corridor improvements, and the improvement of transit service, including, but not limited to, support for transit operations pursuant to an expenditure plan adopted by VTA.

(B) For a value pricing program established pursuant to subdivision (b), all remaining revenue generated by the program after expenditures made pursuant to paragraph (2) shall be used in the corridor from which the revenues were generated *or used for projects that benefit the corridor exclusively* for the preconstruction, construction, and other related costs of high-occupancy vehicle facilities, transportation corridor improvements, and the improvement of transit service, including, but not limited to, support for transit operations pursuant to an expenditure plan adopted by the City/County Association of Governments of San Mateo County and the San Mateo County Transportation Authority.

(C) For a value pricing program established pursuant to subdivision (c), all remaining revenue generated by the program after expenditures made pursuant to paragraph (2) shall be used in the corridor from which the revenues were generated *or used for projects that benefit the corridor exclusively* for the preconstruction, construction, and other related costs of high-occupancy vehicle facilities, transportation corridor improvements, and the improvement of transit service, including, but not limited to, support for transit operations pursuant to an expenditure plan adopted by the San Francisco County Transportation Authority. For purposes of this section, the portion of State Highway Route 101 and the portion of State

Highway Route 280 north of its junction with State Highway Route 101 in the City and County of San Francisco shall be considered one corridor.

(i) (1) VTA may issue bonds, refunding bonds, or bond anticipation notes, at any time to finance construction and construction-related expenditures necessary to implement a value pricing program established pursuant to subdivision (a), (b), or (c) and construction and construction-related expenditures that are provided for in an expenditure plan adopted pursuant to paragraph (3) of subdivision (h), payable from the revenues generated from the program.

(2) The maximum bonded indebtedness that may be outstanding at any one time shall not exceed an amount that may be serviced from the estimated revenues generated from the program.

(3) The bonds shall bear interest at a rate or rates not exceeding the maximum allowable by law, payable at intervals determined by VTA.

(4) Any bond issued pursuant to this subdivision shall contain on its face a statement to the following effect:

“Neither the full faith and credit nor the taxing power of the State of California is pledged to the payment of principal of, or the interest on, this bond.”

(5) Bonds shall be issued pursuant to a resolution of VTA adopted by a two-thirds vote of its governing board. The resolution shall state all of the following:

(A) The purposes for which the proposed debt is to be incurred.

(B) The estimated cost of accomplishing those purposes.

(C) The amount of the principal of the indebtedness.

(D) The maximum term of the bonds and the interest rate.

(E) The denomination or denominations of the bonds, which shall not be less than five thousand dollars (\$5,000).

(F) The form of the bonds, including, without limitation, registered bonds and coupon bonds, to the extent permitted by federal law, the registration, conversion, and exchange privileges, if applicable, and the time when all of, or any part of, the principal becomes due and payable.

(G) Any other matters authorized by law.

(6) The full amount of bonds may be divided into two or more series and different dates of payment fixed for the bonds of each series. A bond shall not be required to mature on its anniversary date.

(j) Not later than three years after VTA first collects revenues from any of the projects described in paragraph (1) of subdivision (d), VTA shall submit a report to the Legislature on its findings, conclusions, and recommendations concerning the demonstration program authorized by this section. The report shall include an analysis of the effect of the HOT lanes on adjacent mixed-flow lanes and any comments submitted by the department and the Department of the California Highway Patrol regarding operation of the lanes.

SECTION 2.

Add new Section 149.13 to the Streets and Highways Code, to read:

149.13. (a) Notwithstanding Sections 149 and 30800 and Section 21655.5 of the Vehicle Code, the Bay Area Infrastructure Financing Authority (BAIFA), a joint powers agency established pursuant to a joint exercise of powers agreement between the Metropolitan Transportation Commission and the Bay Area Toll Authority, may develop and operate a value pricing program on State Highway Route 101 and the portion of State Highway Route 280 north of its junction with State Highway Route 101, or any portion thereof, in the City and County of San Francisco, in coordination with and subject to the approval of the San Francisco County Transportation Authority (SFCTA), as part of the express lane facility administered by BAIFA and consistent with Section 21655.6 of the Vehicle Code.

(b) Subject to subdivision (a) the State Highway Route 101 and the portion of State Highway Route 280 north of its junction with State Highway Route 101 in the City and County of San Francisco are incorporated into the authorized express lane facility administered by BAIFA. Such routes shall be subject to requirements applicable to the existing express lane facility administered by BAIFA.

(c) (1) Consistent with paragraph (5) of subdivision (e) of Section 149.7, an expenditure plan for the use of express lane revenue generated in the corridor described in subdivision (b) that is remaining after taking into account the direct expenses, as defined in paragraph (4) of Section 149.7, shall be developed by SFCTA in consultation with the Department of Transportation and BAIFA. The expenditure plan shall be approved by SFCTA and BAIFA prior to the allocation of funds.

(2) The remaining revenue shall be used to benefit the corridor in which it was generated, pursuant to the expenditure plan.

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the reallocation of FY 2015-16 Transportation Development Act Article 3 (TDA 3) funds for the City of San Mateo North San Mateo Drive Pedestrian and Bicycle Improvement Project.

(For further information or questions, please contact Sara Muse at 650-599-1460)

RECOMMENDATION

That the C/CAG Board review and approve the reallocation of FY 2015-16 Transportation Development Act Article 3 (TDA 3) funds for the City of San Mateo North San Mateo Drive Pedestrian and Bicycle Improvement Project.

FISCAL IMPACT

\$400,000 (funds were awarded and allocated as part of the TDA 3 FY 2015-16 Cycle).

SOURCE OF FUNDS

Transportation Development Act (TDA) Article 3 funds are derived from Local Transportation Funds (LTF) and the State Transit Assistance Fund (STA).

BACKGROUND

C/CAG acts as the TDA 3 program administrator in San Mateo County and issues call for projects for eligible pedestrian and bicycle projects in San Mateo County. Staff issued the FY 2015-16 call for projects on October 10, 2014. The C/CAG Board approved the recommended list of projects on May 14, 2015.

The City of San Mateo was awarded TDA 3 funds in FY 2015-16 in the amount of \$400,000 for the North San Mateo Drive Pedestrian and Bicycle Improvement Project. The project, located on North San Mateo Drive from Peninsula Avenue to Baldwin Avenue. The project includes Class II bike lanes through implementation of a new roadway reconfiguration, curb extensions, updated traffic signals with pedestrian countdown infrastructure, lighting, street trees, green infrastructure features, and high visibility crosswalks.

The Metropolitan Transportation Commission (MTC) allocated funds to San Mateo in September 2015. The funds expire June 30, 2018. Program guidelines require funds be expended within three years or be rescinded. The City has not submitted any invoices to MTC. If approved by the C/CAG Board, MTC will reallocate \$400,000, in FY 2018-19. The City will have until June 30, 2021 to incur eligible expenditures.

The City proceeded with the design phase; however the scope of work was expanded to mitigate the traffic impacts resulting from implementing the new roadway reconfiguration. The expanded scope, which includes a new signalized intersection at San Mateo Drive and Bellevue Avenue, and a signal modification at the intersection of San Mateo Drive and Poplar Avenue, was approved by the City Council on April 16, 2018. The proposed signal improvements require installation of curb extensions for ADA compliance within public right-of-way. Pedestrian countdown signals and high visibility crosswalks, both proposed in the original TDA 3 application, would be incorporated at the two intersections listed above. The added project costs would be funded by the City.

The C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) reviewed the request from San Mateo at the May 24, 2018 meeting and unanimously recommended that the C/CAG Board approve the reallocation request to extend the funds until June 30, 2021, which will enable San Mateo to retain the funds and allow the City additional time to complete the project.

ATTACHMENTS

1. Request letter from the City of San Mateo



DEPARTMENT OF PUBLIC WORKS
Brad B. Underwood, P.E., L.S., Director

330 W 20th Avenue
San Mateo, CA 94403-1338
Telephone: (650) 522 -7300
Fax: (650) 522-7301
www.cityofsanmateo.org

May 9, 2018

Ms. Sandy Wong
Executive Director
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

SUBJECT: REQUEST FOR REALLOCATION OF TDA ARTICLE 3 FUNDS – CITY OF SAN MATEO NORTH SAN MATEO DRIVE PEDESTRIAN AND BICYCLE IMPROVEMENT PROJECT (PROJECT)

Dear Ms. Wong,

On September 23, 2015, the Metropolitan Transportation Commission (MTC) approved an allocation of Transportation Development Act (TDA) grant funds to the City of San Mateo for FY 2015-16 in the total amount of \$400,000. The purpose for which these funds are allocated is to provide pedestrian and bicycle safety improvements and increase the pedestrian and bicycle connectivity along North San Mateo Drive from Peninsula Avenue to Baldwin Avenue.

The scope of improvements submitted in the TDA grant application consisted of the following proposed pedestrian and bicycle improvements with an engineer's estimate at \$1.6M:

- Implementation of approximately 1.0 mile of Class 2 bicycle lane on both sides of the street segments
- Implementation of roadway reconfiguration to accommodate implementation of Class 2 bicycle lanes.
- Installation of green infrastructures, where applicable.
- Installation of curb extensions at select intersections to reduce pedestrian crossing distance.
- Installation of high visibility crosswalks, at selected locations as necessary.

During the design phase, the scope of the improvements was expanded to include traffic signal modifications to mitigate the traffic impacts resulting from implementing the roadway reconfigurations. The increased scope of improvements were presented and approved by the City Council on April 16, 2018. The increased scope involves implementation of a new signalized intersection at San Mateo Drive-Bellevue Avenue intersection and a signal modification at San Mateo Drive-Poplar Avenue intersection. The changes involves no reduction in pedestrian and bicycle benefits as outlined in the grant application and presented above. The proposed traffic signal improvements requires installation of curb extensions for ADA compliance within public right-of-way. The curb extension will shorten the crosswalk which provides pedestrian benefit. In addition, the new pedestrian countdown signals provide advance warning mechanism for all modes of transportation. The added project costs will be funded with local funds. The entire TDA grant funds in the amount of \$400,000 are allocated for construction activities. To date, the City has not requested any grant funds reimbursement. The total project cost for the proposed improvements is currently estimated at \$3M. As of May 2018, the City has not submitted a request for reimbursement.

Given the June 30, 2018 grant expenditure deadline, the City requests MTC to reallocate the TDA Article 3 grant funds in the amount of \$400,000 to the following three-year cycle (2018-2021) with a new expenditure deadline on June 30, 2021 to ensure that construction and funding reimbursement can be completed prior to the expiration of the grant funds. The additional time will allow staff to incorporate the expanded scope into the designs and increase the construction duration to account for the purchase of equipment requiring long lead times.

The revised project schedule is adjusted as follows:

- Complete Design – Late summer 2018
- Begin Construction – Late Fall/Winter 2018
- Project Close-out/Grant Expenditure – by June 30, 2019

Thank you for your consideration of this time extension request. If you have any questions, please contact Mario Ung, Senior Engineer, at (650) 522-7315 or mung@cityofsanmateo.org.

Sincerely,



Hae Won Ritchie
Engineering Manager of Public Works
City of San Mateo

Attachments:

CC:
Sara J Muse C/CAG

C/CAG AGENDA REPORT

Date: June 14, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the reallocation of FY 2013-14 Transportation Development Act Article 3 (TDA 3) funds for the City of East Palo Alto Pedestrian and Bicycle Improvements Woodland Neighborhood Project.

(For further information or questions, please contact Sara Muse at 650-599-1460)

RECOMMENDATION

That the C/CAG Board review and approve the reallocation of FY 2015-16 Transportation Development Act Article 3 (TDA 3) funds for the City of East Palo Alto Pedestrian and Bicycle Improvements Woodland Neighborhood Project

FISCAL IMPACT

\$108,820 (funds were awarded and allocated as part of the TDA 3 FY 2013-14 Cycle and reallocated in FY 2015-16).

SOURCE OF FUNDS

Transportation Development Act (TDA) Article 3 funds are derived from Local Transportation Funds (LTF) and the State Transit Assistance Fund (STA).

BACKGROUND

C/CAG acts as the TDA 3 program administrator in San Mateo County and issues call for projects for eligible pedestrian and bicycle projects in San Mateo County. Staff issued the FY 2015-16 call for projects on August 9, 2013. The C/CAG Board approved the recommended list of projects on November 14, 2013.

The City of East Palo Alto was awarded TDA 3 funds in FY 2013-14 in the amount of \$108,820 for the Pedestrian and Bicycle Improvements Woodland Neighborhood Project. The project was in the Woodland neighborhood and along University Avenue. The project included construction of sidewalks and bicycle lanes to close network gaps.

The Metropolitan Transportation Commission (MTC) allocated funds to East Palo Alto in June 2014. The funds expired June 30, 2016. The City submitted a reallocation request to C/CAG in 2016 in order to coordinate the project with the new pedestrian overcrossing at Highway 101 at Newell Road and Bayshore Road to complete the design and construction. The request was approved by C/CAG and funds were reallocated by MTC in June 2016. The deadline to expend funds is June 30, 2018.

The City is now requesting a second reallocation of funds, this time to a different project located along the San Francisquito Creek Trail between East Bay Shore Boulevard and Daphne Way. The proposed project would pave 2,000 feet of the newly constructed San Francisquito Creek Trail with an overlay of 2-3 inches of new hot mix asphalt concrete over a prepared sub-grade. Associated markings and signage are also proposed, as necessary. The request is being made due to construction conflicts at the original project site in the Woodland neighborhood. To date, the City has not submitted any invoices to MTC.

The C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) reviewed the request from East Palo Alto at the May 24, 2018 meeting and recommended in a 6-4 vote that the C/CAG Board approve the reallocation request to extend the funds until June 30, 2021, which will enable East Palo Alto to retain the funds and allow the City additional time to complete the project. The opposition from BPAC members was primarily based on major changes to the scope of work and reallocating the project for a second three-year cycle.

ATTACHMENTS

1. Request letter from the City of East Palo Alto



CITY OF EAST PALO ALTO
PUBLIC WORKS DEPARTMENT
1960 TATE STREET
EAST PALO ALTO, CA 94303

May 11, 2018

Ms. Sandy Wong
Executive Director
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

**SUBJECT: REQUEST FOR REALLOCATION OF TDA
ARTICLE 3 FUNDS - CITY OF EAST PALO ALTO
PEDESTRIAN AND BICYCLE IMPROVEMENTS
WOODLAND NEIGHBORHOOD PROJECT**

Dear Ms. Wong:

On May 28, 2014, the Metropolitan Transportation Commission (MTC) approved an allocation of Transportation Development Act (TDA) Article 3 funds to the City of East Palo Alto (City) for FY 2013-14 in the total amount of \$108,820. These funds were allocated to the City to perform the following:

- Fill gaps in the sidewalk to create a continuous sidewalk from the University Avenue Bridge along Woodland and Scofield Avenues to Cooley Avenue;
- Place markings that outline a bicycle in the roadway, commonly referred to as shared use markings (sharrows), to designate a bicycle path along Woodland and Scofield Avenues or, alternatively, add a solid white line to accommodate a four foot wide bicycle lane, such as currently exists on University Avenue, if the roadway is wide enough to conform with the Santa Clara Valley Transportation Authority's Bicycle Technical Guidelines which were adopted by the City in 2011; and
- Stripe the three-way intersections at Scofield Avenue and Capitol Avenue, and Scofield Avenue and Circle Drive.

The May 28, 2014 approval letter of the original TDA FY 2013-14 allocation application is included with this letter as Attachment A *May 28, 2014 Allocation Approval*.

This request is to reallocate the subject funds to a similar project that includes pedestrian and bicycle access improvements but at a different location within City. The reallocation request is being made due to construction conflicts at the original project site. This letter also includes a description of previous reallocation approvals (for expiration date extensions) as well as a description of the proposed project scope and schedule.

Reallocation of the subject funds were previously granted on two separate occasions in letters dated June 6, 2014 and July 8, 2016 from the MTC. Both reallocation requests were made to extend the expiration date of the total TDA allocation (\$108,820). MTC approval of the first reallocation request is included with this letter as Attachment B *June 6, 2014 Reallocation Approval*. MTC approval of the second reallocation request is included with this letter as Attachment C *July 8, 2016 Reallocation Approval*. The total amount of the TDA allocation received to date is \$0 and no expenses associated with this allocation have been encumbered to date.

Following TDA reallocation approval, the San Francisquito Creek Joint Powers Authority (SFCJPA) initiated design and environmental study for the Reach Two Flood Control Project between HWY 101 and El Camino Real (HWY 84). This project will affect all new sidewalk and other improvements along Scofield Street and Woodland Avenue as Woodland Avenue will be used as a staging area to construct the flood control improvements along the San Francisquito Creek bank. The City is requesting reallocation of the subject funds for a similar project at a different site along the San Francisquito Creek Trail due to the anticipated construction conflicts along Woodland Avenue.

The proposed project for the reallocated funds is to pave approximately 2,000 feet of the newly constructed San Francisquito Creek Trail between East Bay Shore Boulevard and Daphne Way. The existing trail alignment and profile are highlighted on Sheets C-8 and C-9 included with this letter as Attachment D *San Francisquito Creek Flood Restoration, Ecosystem Restoration, & Recreation Project*. The San Francisquito Creek Trail is a newly constructed public trail along San Francisquito Creek completed by the SFCJPA Reach One Flood Control Project. The trail provides access to the Facebook Campus, the Bay Trail, the Baylands Nature Preserve and the San Francisco Bay and provides a scenic alternative to using motorized vehicles.

The existing trail surface is comprised of Class 2 Aggregate Base rock and is unsuitable for bicycle traffic and pedestrians with limited mobility especially during the wet winter months. Reallocation of these funds to the proposed project will allow the City to respond to City resident requests to improve the trail with an all-weather surface and to make the trail usable for bicyclists and all pedestrians. Proposed improvements include paving the full width of the existing trail with asphalt concrete to create a safe and usable pathway for all. Improvements would include overlay of 2 to 3 inches of new hot mix asphalt concrete over a prepared sub-grade and the associated markings and signage (as necessary).

The reallocated TDA Funds will be used immediately to pave the trail as the plans and specifications have been completed by the SFC JPA. Being partner to the SFJPA, the City have contributed over \$1.2 million toward reach 1, of the Flood Control Project downstream of HWY 101 along the creek. The proposed project is ready to be constructed once the TDA funds have been reallocated. The improved trail will result is a benefit to the local community and the region as the San Francisquito Creek Trail connects to the Bay Trail and provides regional connectivity between San Mateo and Santa Clara Counties and access to and from high tech companies such as Facebook, Google, Stanford and other institutions and businesses. If the TDA funds are reallocated during the month of May, the construction is anticipated to be initiated by June or July of 2018. This estimated schedule is subject to change depending on the date of reallocation.

The City is requesting that the TDA Article 3 funds in the amount of \$108,820 be reallocated to the proposed project for the three-year cycle 2018-2021 to ensure that the project can be initiated and completed prior to the expiration of grant funds.

Thank you for your consideration of this requested reallocation. If you have any questions, please feel free to contact me at 650-853-3117.

Sincerely,



Kamal Fallaha, P.E.
Director of Public Works

Attachments: Attachment A May 28, 2014 Allocation Approval
Attachment B June 6, 2014 Reallocation Approval
Attachment C July 8, 2016 Reallocation Approval
Attachment D San Francisquito Creek Flood Restoration, Ecosystem Restoration, &
Recreation Project

CC:
Sara J. Muse C/CAG
Len Materman, SFJPA

C/CAG AGENDA REPORT

Date: June 14, 2018

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-41 approving projects to be funded by the Metropolitan Transportation Commission (MTC) under the Cycle 5 Lifeline Transportation Program for a total amount of \$1,742,843.

(For further information or questions, contact Jeff Lacap at 650-599-1455)

RECOMMENDATION

That the C/CAG Board review and recommend approval of the projects to be funded by the Metropolitan Transportation Commission (MTC) under the Lifeline Transportation Program Cycle 5 for a total amount of \$1,742,843 and further approving any additional State Transit Assistance (STA) funding to be made available by MTC be directed to the highest-ranking projects that are partially funded by the Cycle 5 STA funds.

FISCAL IMPACT

This program will have \$1,742,843 in state and federal funds available for San Mateo County from Fiscal Year 2018/19 to 2019/20. There is potential for additional STA funding (up to 5% from Cycle 5 and/or unallocated funds from previous cycles).

SOURCE OF FUNDS

\$1,191,532 in STA and \$551,311 in Federal Transit Administration (FTA) Section 5307 Urbanized Area Formula funds, for a total of \$1,742,843.

BACKGROUND

The Lifeline Transportation Program is a MTC program that C/CAG administers for San Mateo County. The purpose of the program is to fund various types of transportation projects, identified through the Community-Based Transportation Planning (CBTP) process, which improves the mobility of low-income residents. The C/CAG Board reviewed and approved the Call for Projects on February 8, 2018. A call for projects was issued on February 9, 2018, an applicant workshop was held on February 15, 2018, and applications were due on March 23, 2018.

Per MTC guidelines, FTA Section 5307 and STA funds are open to public agencies and non-profits who obtained written concurrence and a pass-through funding agreement from a recognized transit agency willing to pass through funds.

For this 5th Cycle, seven applications were received requesting STA and Section 5307 funding. STA funding was oversubscribed with \$1,703,452 being requested and \$1,191,532 available. Section 5307 funding was oversubscribed with \$1,417,240 being requested and \$551,311 available.

C/CAG staff organized a selection panel composed of staff from San Mateo County Legislative Office, Youth Leadership Institute, San Mateo County Health Systems, Commute.org, MTC Policy Advisory Council, and C/CAG. This selection panel convened on April 5, 2018 to finalize scoring and ranking of the applications.

STA Funding

The selection panel recommended to fully fund the following projects eligible for STA funding:

- Daly City Bayshore Shuttle (Project Sponsor: The City of Daly City)
- Operating Support for Expanded Route 17 Service (Project Sponsor: SamTrans)

Given the requested amount from project sponsors exceeded the available funding, the selection panel recommended to partially fund the following projects eligible for STA funding:

- Operating Support for SamCoast Service (Project Sponsor: SamTrans)
- San Mateo County Transportation Assistance for Low-Income Residents-Cycle 5 (Project Sponsor: Human Services Agency)
- Menlo Park Crosstown Shuttle (Project Sponsor: The City of Menlo Park)

The selection panel believed that projects can still move forward and serve the intended Lifeline targeted communities with the partial funding.

There is a possibility in that additional STA funds be made available to the Lifeline program. Should that occur, staff recommends directing those funds toward the highest-ranking projects that were partially funded. On April 18, 2018, MTC informed C/CAG Staff that a funding from a previously Lifeline project awarded to Outreach Mobility from an earlier cycle would not be able to utilize the STA funding and that the funds from that project can possibly fund the projects that were partially funded under Cycle 5. There is a possibility that most of the projects on the list will be fully funded. C/CAG staff has reached out to Outreach Mobility to inform them that the funding will be redirected to the current cycle of the Lifeline Transportation Program. See Attachment 3.

Section 5307 Funding

Because the selection panel felt that the project serves only a small amount of low income residents, the panel recommended to partially fund the Drive Forward Vehicle Loan Program by Peninsula Family Services in the amount of \$275,000 with Section 5307 funds. The selection panel discussed the merits of the Operation of SFOX Route to San Francisco Airport by SamTrans and recommended not to fund this project with Section 5307 funds because it did not fulfill or meet the goals and intent of the Lifeline program.

Under the program guidelines, C/CAG may allocate STA or Section 5307 funds directly to

transit operators for Lifeline transit operations within the county. The selection panel further directed staff to consult SamTrans to identify a Section 5307 eligible Lifeline project other than the Operation of SFOX Route to San Francisco Airport project for the remaining funds.

Staff consulted with SamTrans regarding the \$276,311 in Section 5307 funds. SamTrans proposed to direct the funds to continue funding the operation of fixed route, Route 280, which connects low-income populations in Menlo Park and East Palo Alto with the Palo Alto Caltrain station. See Attachment 4.

The attached funding proposal was recommended for approval by the C/CAG Congestion Management Program Technical Advisory Committee (TAC) on April 19, 2018, and by the Congestion Management and Environmental Quality (CMEQ) Committee on April 30, 2018. Once approved by the C/CAG Board, the recommendation will be sent to MTC for adoption.

For Section 5307 funds, project sponsors will request funding directly from the Federal Transit Administration. For projects funded with FTA Section 5307 funds that are sponsored by non-FTA grantees (e.g., nonprofits or other local government entities), the FTA grantee who was identified as the partner agency at the time of the application will submit the grant application to FTA directly and, following FTA approval of the grant, will enter into funding agreements with the sub recipient project sponsor. Peninsula Family Services has partnered with VTA to receive Section 5307 funds.

For STA funds, pass through funding agreements will be executed between SamTrans and the project sponsor as required. As program administrator, C/CAG staff will be responsible for reviewing quarterly reports and will review STA invoices submitted by the project sponsors, prior to reimbursement by SamTrans.

ATTACHMENTS

1. Resolution 18-41
2. Proposed Cycle 5 Lifeline Transportation Program Project List
3. Letter to Outreach Informing the Reallocation of Lifeline Funds
4. SamTrans Proposal for Section 5307 Funds

RESOLUTION 18-41

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY APPROVING PROJECTS TO BE FUNDED BY THE METROPOLITAN TRANSPORTATION COMMISSION (MTC) UNDER THE CYCLE 5 LIFELINE TRANSPORTATION PROGRAM FOR A TOTAL AMOUNT OF \$1,742,843.

WHEREAS, C/CAG is the designated program administrator of the Cycle 5 Lifeline Transportation Program funded by Metropolitan Transportation Commission (MTC); and

WHEREAS, the Board of Directors of the City/County Association of Governments at its February 9, 2018 meeting, reviewed and approved a call for projects for the Cycle 5 Lifeline Transportation Program; and,

WHEREAS, on March 23, 2018 C/CAG staff received seven applications through a call for projects process; and,

WHEREAS, the Cycle 5 Lifeline Transportation Program consist of the following two funding sources, State Transit Assistance (STA) and Section 5307 funds; and

WHEREAS, on April 5, 2018, applications were reviewed by the Lifeline Transportation Program selection committee; and,

WHEREAS, the selection committee recommended to fund applicant projects from appropriate fund sources as listed in the attached “Proposed Cycle 5 Lifeline Transportation Program Project List”; and,

WHEREAS, the remaining Section 5307 funds are to be directed toward to transit operators for Lifeline transit operations, per MTC guidelines, and as listed in the attached “Proposed Cycle 5 Lifeline Transportation Project List”; and,

WHEREAS, any additional funds added to the program will be directed toward fully funding the projects that were partially funded in order of rank; and

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the “Proposed Cycle 5 Lifeline Transportation Program” attached list of projects is approved to be forwarded to the Metropolitan Transportation Commission (MTC) and that any additional funds added to the program is to be distributed as stated above.

PASSED, APPROVED, AND ADOPTED, THIS FOURTEENTH DAY OF JUNE 2018.

Maryann Moise Derwin, Chair

Proposed Cycle 5 Lifeline Transportation Program Project List

Rank	Project Sponsor	Project	STA 95%*		Section 5307		Total \$ To Be Funded	Comments/Concerns
			Requested Amount	Recommended Amount	Requested Amount	Recommended Amount		
1	Daly City	Daly City Bayshore Shuttle	\$ 300,000	\$ 300,000			\$ 300,000	
2	SamTrans	Operating Support for Expanded Route 17 Service	\$ 338,312	\$ 338,312			\$ 338,312	
3	SamTrans	Operating Support for SamCoast Service	\$ 228,640	\$ 203,220			\$ 203,220	Recommended partial funding
4	Human Services Agency	San Mateo County Transportation Assistance for Low-Income Residents-Cycle 5	\$ 236,000	\$ 200,000			\$ 200,000	Recommended partial funding
5	Peninsula Family Services	DriveForward Vehicle Loan Program, San Mateo County			\$ 550,000	\$ 275,000	\$ 275,000	Recommended partial funding
6	Menlo Park	Menlo Park Crosstown Shuttle	\$ 500,000	\$ 150,000			\$ 150,000	Recommended partial funding
-	SamTrans**	Fixed Route 280			-	\$ 276,311	\$ 276,311	Allocate directly to SamTrans
7	SamTrans	Operation of SFOX Route to San Francisco Airport			\$ 867,240	\$0	\$ -	Not recommended for funding
8	Menlo Park	Menlo Park Shoppers' Shuttle	\$ 100,500	\$0			\$ -	Not recommended for funding
			\$ 1,703,452	\$ 1,191,532	\$ 1,417,240	\$ 551,311		

Total Requested Amount (STA & Section 5307)	\$ 3,120,692
Total Recommended/Available Amount (STA & Section 5307)	\$ 1,742,843

* Should additional STA (5% from Cycle 5 or unallocated funds from previous cycles) be made available, it will be directed to the highest-ranking projects that were partially funded.

** Per MTC guidelines, Section 5307 funds may be allocated directly to transit operators for lifeline transit operations and are not subject to competition.



*Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park
Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

May 18, 2018

Kathryn B. Heatley
Outreach
PO Box 640910
San Jose, CA 95164

RE: Lifeline Transportation Program Cycle 4

Dear Ms. Heatley:

C/CAG is the Lifeline Program Administrator for San Mateo County. In April 2015, Outreach was awarded \$300,000 in State Transit Assistance (STA) funding for the 'Mobility Management/Transportation Voucher Program' under Cycle 4 of the MTC Lifeline Transportation Program. On April 18, 2018, Metropolitan Transportation Commission (MTC) staff informed C/CAG staff that the funds have yet to be allocated.

C/CAG staff has been informed that Outreach is no longer able to receive STA funds directly and will require a recognized transit operator to pass through the funds. Per discussions with Outreach staff, we also understand that Outreach is unable to identify a pass-through entity.

Considering this circumstance, C/CAG staff will redirect \$300,000 in STA back to the current cycle of the Lifeline Transportation Program in San Mateo County.

Please feel free to contact me if you have any questions.

Thank you,

A handwritten signature in black ink, appearing to read 'Jeffrey Lacap'.

Jeffrey Lacap
Transportation Programs Specialist

Cc: Judis Santos, MTC



BOARD OF DIRECTORS 2018

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JIM HARTNETT
GENERAL MANAGER/CEO

May 15, 2018

Mr. Jeffrey Lacap
City/County Association of Governments
County Office Building
555 County Center, Fifth Floor
Redwood City, California 94063

Re: Lifeline Funding Cycle 5 JARC Funds

Dear Mr. Lacap:

The San Mateo County Transit District (District) is requesting the City/County Association of Governments provide a concurrence letter for the District's request to use \$276,311 in Federal Transit Administration JARC funds to provide operating support for SamTrans bus route 280.

Route 280 provides vital connections between East Palo Alto, the Stanford Shopping Center, and the Palo Alto Caltrain Station. The Metropolitan Transportation Commission considers East Palo Alto a Disadvantaged Community. According to the 2010 census, East Palo Alto has a 71 percent minority population, and 47 percent of the population has an income of 200 percent of the federal poverty level, or less (the Metropolitan Transportation Commission uses 200 percent of the federal poverty level to identify low-income residents due to the high cost of living in the Bay Area.) Concerning work trips, 71 percent of East Palo Alto workers drive alone to their place of employment, and for 51 percent of these workers, the job location is outside San Mateo County.

Route 280 provides residents of East Palo Alto access to many public transit options for completing work trips without the use of an automobile. Residents can ride Route 280 to connect with Caltrain, the Dumbarton Express, Santa Clara Valley Transportation Authority bus routes and SamTrans bus routes 281 and ECR (along El Camino Real). These connections provide access to jobs throughout the Bay Area.

We are confident the above project will help us sustain quality bus service to our low income residents. Please feel free to contact me if you have any questions or need additional information.

Sincerely,



Peter Skinner
Manager, Grants and Fund Programming

C/CAG AGENDA REPORT

Date: June 14, 2018

TO: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director of C/CAG

Subject: Review and approval of Resolution 18-42 adopting the C/CAG Fiscal Year 2018-19 Program Budget and Member Fees (Special Voting Procedures apply).

(For further information or questions, contact Sandy Wong at 650-599-1409)

RECOMMENDATION:

That the C/CAG Board of Directors review and approve Resolution 18-42 adopting the C/CAG Fiscal Year 2018-19 Program Budget and Member Fees (Special Voting Procedures apply).

FISCAL IMPACT:

In accordance with the proposed C/CAG 2018-19 Program Budget.

REVENUE SOURCES:

Funding sources for C/CAG include member assessments, cost reimbursement from partners, grants, regional - State - Federal transportation and other funds, property tax/fee, Department of Motor Vehicle fees, State - Federal earmarks, and interest.

BACKGROUND:

Each year, the C/CAG Board reviews the draft annual budget and member fees in the month of May and approves the final in June.

At the February 8, 2018 meeting, the C/CAG Board approved Resolution 18-04 approving the population data to be used by C/CAG. The FY 2018-19 member fees are based on the population data adopted by resolution 18-04.

On April 12, 2018, the C/CAG Board reviewed the initial draft and assumptions for the C/CAG fiscal year 2018-19 program budget and member fees. It was proposed that the total member fees be the same as last year. However, individual jurisdiction member's portion would vary due to the updated population data. In addition, on May 14, 2015, the C/CAG Board approved Resolution 15-14 authorizing the San Mateo County Congestion Relief Plan (CRP) for four years through June 30, 2019. Hence, the CRP assessment is the same as last year.

On May 23, 2018, the C/CAG Finance Committee reviewed the draft budget and recommended approval.

Below are changes made since the draft budget was presented to the C/CAG Board in April 2018.

For all funds, the beginning Fund Balance in FY 2017-18 has been updated. In the Draft Budget, the beginning Fund Balance incorrectly included the Reserve Fund Balance.

For all funds, the amounts for “projected actual through 6/30/2018” revenues and expenditures have been updated with more recent data since the Draft Budget.

For General Fund (C001):

- Expenditure for OPEB Trust has been updated to reflect the new Actuarially Determined Contribution based on the most recent actuarial valuation (Reference: June 14, 2018 C/CAG Board Agenda Item 5.13).

Transportation Fund (C002):

- Added the \$70,000 Regional Rideshare fund pass-thru from MTC to Commute.org in fiscal year 2017-18. It was omitted in the Draft Budget. (Note: FY 2017-18 is the final year for Regional Rideshare).
- Increased the budget for consultant services to account for potential bike/ped plan update.

Congestion Relief Program Fund (C004):

- Increased the consultant budget for grant writing technical assistance per C/CAG Board direction at the May 10, 2018 meeting.
- Increased the transfer to Smart Corridor from \$200K to \$250K.

Smart Corridor Fund (C005):

- Increase the “distribution” budget by \$200K for County Regional Operation Center communication connection.

Stormwater (NPDES) Fund (C007):

- Reduced consultant services expenditure as directed by the Stormwater Committee due to limited revenues.

AB1546 (C008)

- Added the transfer of \$350,000 to Smart Corridor Fund per Resolution 14-07. This, coupled with the change in Fund C004 as shown above, eliminated the need to transfer \$400,000 from Measure M fund to Smart Corridor.

Measure M Fund (C10):

- No longer need to transfer from this fund to Smart Corridor fund (see item above).

ATTACHMENTS

- Resolution 18-42.
- C/CAG Member Fee for Fiscal Year 2018-19.
- FY 2017-18 C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance.
- FY 2018-19 C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance.
- Final Budget Book is provided under separate cover, available on-line at:
<http://ccag.ca.gov/committees/board-of-directors/>

RESOLUTION 18-42

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE C/CAG 2018-19 PROGRAM BUDGET AND MEMBER FEES

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG); that,

WHEREAS the C/CAG is authorized as a Joint Powers Agency to provide services for member agencies; and

WHEREAS the C/CAG is required to adopt a program budget and establish fees annually; and

WHEREAS on February 8, 2018, C/CAG has adopted Resolution 18-04 approving the population data to be used by C/CAG programs; and

WHEREAS an initial C/CAG 2018-19 Program Budget and member fees have been proposed at the April 12, 2018 C/CAG Board meeting.

WHEREAS on May 23, 2018, the C/CAG Finance Committee has recommended approval of the C/CAG Program Budget.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Board adopts the 2018-19 Program Budget and Member Fees, subject to special voting procedures.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF JUNE 2018.

Maryann Moise Derwin, Chair

C/CAG Member Fees - FY 2018-19

Agency	Percent of Population	General Fund Fee	Gas Tax Fee	Total Fee
		\$ 275,651	\$ 410,452	\$ 686,103
Atherton	0.928%	\$ 2,558	\$ 3,809	\$ 6,367
Belmont	3.583%	\$ 9,876	\$ 14,705	\$ 24,581
Brisbane	0.613%	\$ 1,690	\$ 2,516	\$ 4,206
Burlingame	3.914%	\$ 10,790	\$ 16,066	\$ 26,856
Colma	0.196%	\$ 539	\$ 803	\$ 1,342
Daly City	14.189%	\$ 39,113	\$ 58,241	\$ 97,354
East Palo Alto	3.939%	\$ 10,859	\$ 16,169	\$ 27,027
Foster City	4.314%	\$ 11,891	\$ 17,706	\$ 29,597
Half Moon Bay	1.635%	\$ 4,506	\$ 6,710	\$ 11,216
Hillsborough	1.526%	\$ 4,206	\$ 6,263	\$ 10,470
Menlo Park	4.631%	\$ 12,766	\$ 19,009	\$ 31,775
Millbrae	3.008%	\$ 8,292	\$ 12,347	\$ 20,638
Pacifica	4.950%	\$ 13,644	\$ 20,317	\$ 33,961
Portola Valley	0.611%	\$ 1,685	\$ 2,508	\$ 4,193
Redwood City	11.114%	\$ 30,636	\$ 45,618	\$ 76,254
San Bruno	5.881%	\$ 16,211	\$ 24,138	\$ 40,349
San Carlos	3.806%	\$ 10,490	\$ 15,620	\$ 26,110
San Mateo	13.428%	\$ 37,016	\$ 55,117	\$ 92,133
South San Francisco	8.498%	\$ 23,425	\$ 34,880	\$ 58,304
Woodside	0.736%	\$ 2,028	\$ 3,019	\$ 5,047
San Mateo County	8.500%	\$ 23,431	\$ 34,890	\$ 58,321
TOTAL	100.000%	\$ 275,651	\$ 410,452	\$ 686,103

NOTES:

1. C/CAG member fees are comprised of two portions: General Fund and Gas Tax.
2. For FY 2018-19, C/CAG member fees for General Fund portion is proposed to stay the same as FYs 16-17 & 17-18 (\$275,651).
For FY 2018-19 C/CAG member fee For the Gas Tax portion is proposed to stay the same as FYs 16-17 & 17-18 (\$410,452).
3. Individual jurisdiction's share is based on new population data from Dept of Finance, 1/1/2017, as adopted by C/CAG Board.

Congestion Relief Program (CRP) Assessment - FY 2018-19

Agency	Percent of Population	Total Trips	% of Trips	Congestion Relief
Atherton	0.928%	45,201	0.89132%	\$ 16,829
Belmont	3.583%	156,279	3.08167%	\$ 61,645
Brisbane	0.613%	39,066	0.77034%	\$ 12,797
Burlingame	3.914%	278,460	5.49096%	\$ 86,999
Colma	0.196%	42,332	0.83475%	\$ 9,530
Daly City	14.189%	514,686	10.14910%	\$ 225,131
East Palo Alto	3.939%	109,433	2.15791%	\$ 56,398
Foster City	4.314%	202,400	3.99113%	\$ 76,821
Half Moon Bay	1.635%	89,658	1.76797%	\$ 31,475
Hillsborough	1.526%	54,917	1.08291%	\$ 24,132
Menlo Park	4.631%	275,259	5.42784%	\$ 93,047
Millbrae	3.008%	147,546	2.90946%	\$ 54,737
Pacifica	4.950%	206,200	4.06606%	\$ 83,397
Portola Valley	0.611%	29,645	0.58457%	\$ 11,060
Redwood City	11.114%	639,969	12.61956%	\$ 219,536
San Bruno	5.881%	294,349	5.80427%	\$ 108,088
San Carlos	3.806%	212,462	4.18954%	\$ 73,955
San Mateo	13.428%	784,576	15.47106%	\$ 267,320
South San Francisco	8.498%	442,379	8.72328%	\$ 159,296
Woodside	0.736%	39,034	0.76971%	\$ 13,925
San Mateo County	8.500%	467,397	9.21661%	\$ 163,882
TOTAL	100.000%	5,071,248	100.00000%	\$ 1,850,000

NOTES:

- 1- Total CRP (countywide total) is the same as prior years at \$1,850,000.
However, individual agency fees have changed based on annual update of population.
- 2- Congestion Relief Fee is calculated based on population and trips generated, 50% each, respectively.

NPDES Member Fee - For Information Only

Agency	NPDES Basic (1)	NPDES	TOTAL NPDES
Atherton			
Belmont			
Brisbane	0 \$	8,388 \$	8,388
Burlingame			
Colma	0 \$	3,051 \$	3,051
Daly City			
East Palo Alto			
Foster City			
Half Moon Bay			
Hillsborough			
Menlo Park			
Millbrae			
Pacifica			
Portola Valley			
Redwood City			
San Bruno			
San Carlos			
San Mateo	0 \$	90,760 \$	90,760
South San Francisco			
Woodside	\$ 8,598	\$ 7,871	\$ 16,469
San Mateo County			
TOTAL			
NOTES:			
1. NPDES assessments shown above are for INFORMATION ONLY.			
2- Agencies not listed are collected by the Flood Control District.			
3- Basic fees for Brisbane, Colma, San Mateo are collected by the Flood Control District.			
4. NPDES assessments are based on total parcels in each jurisdiction.			

C/CAG PROJECTED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE											
											FY 2017-18
	Administrative Program	Transportation Programs	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	AVA	DMV Fee (\$4) Program	Measure M (DMV Fee \$10)	Total
(General Fund)											
BEGINNING BALANCE	340,478	2,209,538	4,931,553	441,915	298,510	1,017,134	1,134,797	0	2,936,752	7,660,342	20,971,019
PROJECTED REVENUES											
Interest Earnings	2,064	18,409	44,981	0	650	10,226	12,000	0	24,057	70,000	182,387
Member Contribution	275,651	410,452	1,850,000	0	0	0	129,518	0	0	0	2,665,621
Cost Reimbursements-SFIA	0	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	965,123	0	0	0	0	0	0	0	207,747	1,172,870
Grants	0	0	0	0	444,000	0	0	0	0	0	444,000
DMV Fee	0	0	0	0	0	1,079,043	0	0	1,452	7,090,000	8,170,495
NPDES Fee	0	0	0	0	0	0	1,411,277	0	0	0	1,411,277
TA Cost Share	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	296,879	0	0	0	0	0	0	0	0	296,879
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
Total Revenues	277,715	1,690,863	1,894,981	0	444,650	1,089,269	1,552,795	0	25,509	7,367,747	14,343,529
TOTAL SOURCES OF FUNDS	618,193	3,900,401	6,826,534	441,915	743,160	2,106,403	2,687,592	0	2,962,261	15,028,089	35,314,548
PROJECTED EXPENDITURES											
Administration Services	76,120	128,131	57,451	46,478	23,296	5,736	26,394	0	2,388	37,013	403,007
Professional Services	184,870	827,704	40,045	0	244,248	39,411	307,096	0	0	106,151	1,749,525
Consulting Services	15,422	342,674	426,700	357,000	223,661	684,000	1,726,223	0	185,000	1,022,097	4,982,777
Supplies	2,000	500	0	0	0	0	0	0	0	0	2,500
Prof. Dues & Memberships	750	0	0	0	0	0	43,948	0	0	0	44,698
Conferences & Meetings	10,000	2,000	0	0	0	0	5,000	0	0	60	17,060
Printing/ Postage	12,000	0	0	0	0	0	2,000	0	0	0	14,000
Publications	0	1,812	0	0	0	0	0	0	0	0	1,812
Distributions	0	70,000	910,000	0	50,000	872,860	2,000	0	296,000	4,987,773	7,188,633
OPEB Trust	44,631	0	0	0	0	0	0	0	0	0	44,631
Miscellaneous	500	0	0	0	0	0	500	0	0	0	1,000
Bank Fee	3,325	0	0	0	0	0	0	0	0	0	3,325
Audit Services	20,000	0	0	0	0	0	0	0	2,500	2,500	25,000
Project Management	0	0	0	0	0	0	0	0	0	0	0
Total Expenditures	369,618	1,372,821	1,434,196	403,478	541,205	1,602,007	2,113,161	0	485,888	6,155,594	14,477,968
TRANSFERS											
Transfers In	0	0	0	100,000	100,000	0	0	0	0	0	200,000
Transfers Out	0	0	200,000	0	0	0	0	0	0	0	200,000
Administrative Allocation	(216,703)	112,263	11,451	0	31,423	5,303	39,168	0	280	16,815	(0)
Total Transfers	(216,703)	112,263	211,451	(100,000)	(68,577)	5,303	39,168	0	280	16,815	(0)
NET CHANGE	124,800	205,779	249,334	(303,478)	(27,978)	(518,041)	(599,534)	0	(460,659)	1,195,338	(134,439)
TRANSFER TO RESERVES	3,346	218,137	20,000	0	0	0	0	0	-50000	-	191,483
TOTAL USE OF FUNDS	156,261	1,703,221	1,665,647	303,478	472,628	1,607,310	2,152,329	0	436,168	6,172,409	14,669,451
ENDING FUND BALANCE	461,932	2,197,180	5,160,887	138,437	270,532	499,093	535,263	0	2,526,093	8,855,680	20,645,097
RESERVE FUND											
Beginning Reserve Balance	40,000	400,000	120,000	0	0	0	120,000	0	0	120,000	800,000
Reserve Transfers In	0	0	0	0	0	0	0	0	0	0	0
Reserve Transfers Out	0	0	0	0	0	0	0	0	0	0	0
Ending Reserve Balance	40,000	400,000	120,000	0	0	0	120,000	0	0	120,000	800,000
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance											
2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.											
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.											
AVA - Abandoned Vehicle Abatement; DMV - Department of Motor Vehicles.											

06/06/18	C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE									
	FY 2018-19									
	Administrative Program (General Fund)	Transportation Programs	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	DMV Fee (\$4) Program	Measure M (DMV Fee \$10)	Total
BEGINNING BALANCE	461,932	2,197,180	5,160,887	138,437	270,532	499,093	535,263	2,526,093	8,855,680	20,645,097
PROJECTED REVENUES										
Interest Earnings	2,000	16,000	40,000	0	700	10,000	12,000	24,000	71,208	175,908
Member Contribution	275,651	410,452	1,850,000	0	0	0	133,823	0	0	2,669,926
Cost Reimbursements-SFIA	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	800,000	0	0	0	0	0	0	520,000	1,320,000
Grants	0	0	0	0	833,000	0	400,000	0	0	1,233,000
DMV Fee	0	0	0	0	0	1,141,094	0	0	7,000,000	8,141,094
NPDES Fee	0	0	0	0	0	0	1,434,776	0	0	1,434,776
TA Cost Share	0	0	0	0	0	0	0	0	0	0
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	338,000	0	840,000	0	0	0	0	0	1,178,000
Assessment	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0
Total Revenues	277,651	1,564,452	1,890,000	840,000	833,700	1,151,094	1,980,599	24,000	7,591,208	16,152,704
TOTAL SOURCES OF FUNDS	739,583	3,761,632	7,050,887	978,437	1,104,232	1,650,187	2,515,862	2,550,093	16,446,888	36,797,801
PROJECTED EXPENDITURES										
Administration Services	79,000	145,000	55,000	50,000	25,000	5,000	40,000	0	40,000	439,000
Professional Services	225,000	1,010,000	50,000	0	274,000	51,094	320,245	2,500	120,000	2,052,839
Consulting Services	40,000	595,000	915,500	1,052,000	270,500	575,000	1,521,300	261,000	2,057,204	7,287,504
Supplies	4,000	2,000	0	0	0	0	0	0	0	6,000
Prof. Dues & Memberships	1,750	4,000	3,600	0	0	0	44,068	0	0	53,418
Conferences & Meetings	12,500	5,000	1,000	0	0	0	5,500	0	0	24,000
Printing/ Postage	15,000	6,000	0	0	0	0	0	0	0	21,000
Publications	4,000	3,000	0	0	0	0	0	0	0	7,000
Distributions	0	0	1,010,000	440,000	400,000	791,430	20,000	1,100,000	5,515,976	9,277,406
OPEB Trust	43,000	0	0	0	0	0	0	0	0	43,000
Miscellaneous	5,500	1,000	1,000	0	0	0	1,000	0	0	8,500
Bank Fee	3,500	0	0	0	0	0	0	0	0	3,500
Audit Services	22,500	0	0	0	0	0	0	2,500	2,500	27,500
Project Management	0	0	0	0	0	0	0	0	0	0
Total Expenditures	455,750	1,771,000	2,036,100	1,542,000	969,500	1,422,524	1,952,113	1,366,000	7,735,680	19,250,667
TRANSFERS										
Transfers In	0	0	0	600,000	100,000	0	0	0	0	700,000
Transfers Out	0	0	350,000	0	0	0	0	350,000	400,000	1,100,000
Administrative Allocation	-252,258	136,286	12,390	0	35,281	6,619	42,508	295	18,880	0
Total Transfers	-252,258	136,286	362,390	-600,000	-64,719	6,619	42,508	350,295	418,880	400,000
NET CHANGE	74,159	-342,834	-508,490	-102,000	-71,081	-278,049	-14,022	-1,692,295	-563,352	-3,497,963
TRANSFER TO RESERVES		0	0	0	0	0	0	0	0	0
TOTAL USE OF FUNDS	203,492	1,907,286	2,398,490	942,000	904,781	1,429,143	1,994,621	1,716,295	8,154,560	19,650,667
ENDING FUND BALANCE	536,091	1,854,346	4,652,397	36,437	199,451	221,044	521,241	833,798	8,292,328	17,147,134
Restricted Fund Balance	0	1,854,346	4,652,397	36,437	199,451	221,044	521,241	833,798	8,292,328	16,611,042
RESERVE FUND										
Beginning Reserve Balance	40,000	400,000	120,000	0	0	0	120,000	0	120,000	800,000
Reserve Transfers In	0	0	0	0	0	0	0	0	0	0
Reserve Transfers Out	0	0	0	0	0	0	0	0	0	0
Ending Reserve Balance	40,000	400,000	120,000	0	0	0	120,000	0	120,000	800,000

Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance.
2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.
AVA - Abandoned Vehicle Abatement; DMV - Department of Motor Vehicles.